

**Honey Lake District Public Information Meeting  
Tuesday, August 24, 2010– 5:00 p.m.  
Town of Spring Prairie Town Hall  
N6097 State Hwy 120  
Burlington, WI 53105**

Call to Order: Meeting called to order at 5:00 p.m.

Roll Call: Members present were John Lutz, Roy Lightfield, and 12 interested citizens of the Lake District.

The informational hearing regarding a bridge over Sugar Creek on County Hwy DD was held. A project summary is attached outlining the existing facility and proposed facility as well as the construction issues, and public involvement. The Department of Transportation has indicated the project will take approximately four months

Adjourn: The meeting was adjourned at 7:00 p.m..

Submitted,  
Roy Lightfield  
RL:jd

PUBLIC INFORMATION MEETING

CTH DD  
BRIDGE over SUGAR CREEK  
WALWORTH COUNTY  
PROJECT 3840-01-00

Tuesday, August 24, 2010  
5:00 - 7:00 p.m.

Town of Spring Prairie Town Hall  
N6097 State Highway 120, Burlington

Welcome. We appreciate your attendance and interest in this project.

The proposed project involves the replacement of the CTH DD structure over the Sugar Creek and the reconstruction of the necessary roadway approaches.

This handout was prepared to help familiarize you with the project. Please ask questions and discuss your comments with Walworth County or Romenesko Engineering. A comment form is attached to this handout for your convenience, and may be returned to us today, or returned by mail as noted on the form.

PROJECT CONTACTS

If you have any questions or comments on information presented here today, please contact one of the individuals listed below.

Larry Price  
Project Manager  
Walworth County Public Works Dept.  
W4097 County Rd NN  
Elkhorn, WI 53121  
(262) 741-3114 Tel.                      (262) 741-3195 Fax

Vicki Romenesko, P.E.  
Romenesko Engineering  
7325 Cedar Crest Drive  
Sauk City, WI 53583  
(608) 644-1502 Tel.                      (608) 644-1602 Fax

## PROJECT SUMMARY

### Description of Existing Facility

1. Traffic volumes in 2010 are approximately 600 vehicles per day. Traffic in the design year of 2030 is projected at 700 vehicles per day. The design class is Collector.
2. The existing roadway is 2-12 foot lanes with 5-foot gravel shoulders.
3. The existing 3-span reinforced concrete slab has a 30' clear roadway.
4. The existing bridge has cracking on the north span, is deteriorated on the east edge of the slab and has exposed reinforcing on the west side of the bridge.

### Description of Proposed Facility

1. The total project length is 630 feet.
2. The proposed structure is a 2-span, 36" prestressed concrete girder bridge with a 34-foot clear roadway width.
3. The proposed roadway is two 12-foot lanes with 6' shoulders (3' paved).
4. The roadway will be raised approximately 6 inches at the structure.
5. No property acquisition is required.
6. Steel plate beam guard will be installed at all corners of the bridge.

### Construction Issues

1. Construction will be scheduled for 2011. Construction should last approximately 3 months.
2. The roadway will be closed to traffic during construction, and a detour will be posted.
3. Construction cost is estimated at \$650,000.

### Public Involvement

Walworth County strongly encourages continual information exchange with the public throughout the entire design and construction process. Specifically, any information people have concerning drainage patterns, archaeological resources, historical resources, hazardous waste, or contaminated soils would be appreciated. A comment form is attached to this handout, and we encourage you to provide us with your comments.



**County Zoning Agency**  
**MINUTES**  
August 19, 2010, - 3:00 p.m.  
100 West Walworth Street  
Elkhorn, Wisconsin

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Chairman Stacey called the meeting to order at 3:00 p.m.

Roll call – Committee members present were Chairman Rick Stacey, Vice Chairman Dave Weber, Supervisors Rich Brandl, Carl Redenius, and Russ Wardle and Citizen Member Jim Van Dreser. Citizen Member Richard Kuhnke, Sr. was absent. A quorum was present.

County staff present - Land Use and Resource Management Department Director Michael Cotter, Senior Planner Neal Frauenfelder, Planner Matt Weidensee, Senior Zoning Officer Deb Grube, Code Enforcement Officers Nancy Welch, Nick Sigmund, and Darrin Schwanke. Also attending were County Administrator David Bretl and County Board Chair Nancy Russell.

Also attending were Supervisors Joe Schaefer, Dan Kilkenny, and Randy Hawkins.

Public in attendance – Mary E. Bruesch, State Health Department; Robert and Diane Flaherty; Duane Chudy; Warren Hansen; Thomas V. Powell, Jean Laughlin; Cory Even; Tim Miller; Mary Adams; Jim Boris; Diana Powell; John Clair; Michael Nelson, Kristan M. Nelson; Judith L. Dunn; Sharon Wheeler; Nancy Weber; Sue Gray; Dr. Robert Threatte; Dale Wheelock; Barb Wheelock; Scott Nelson; Marc Nelson; John and Naomi Gregornik; Thomas Svanstrom; John E. Frandolig; Steve Beers; Richard Lopardo

Chairman Stacey announced the following items will not be heard tonight:

Item 9.a.2. Discussion/Possible Action – Amend existing conditional use for Camp Joy, Town of Whitewater, for temporary use of a sawmill on site. Applicant is going back to the Town for further discussion.

Item 9.a.3. Discussion/Possible Action – Amend existing conditional use for Willow Run RV Condominium Association, Town of Sugar Creek, for prohibiting year-round residency. Applicant is going back to the Town for further discussion.

Item 9.e.3. Steven S. Walter, Town of Darien, Conditional Use for temporary storage of wastewater from various permitted sources within a slurry storage tank on lands zoned A-1. Applicant must complete a CSM combining parcels prior to the hearing.

Matt Weidensee also suggested moving Item 9.a.1. to be discussed with Item 7.b.2. since they are related.

**A motion and second to APPROVE the agenda, subject to the above changes, was made by Supervisors Brandl and Weber. The motion carried 6 – 0.**

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**A motion and second to APPROVE the minutes of the July 1, 2010 meeting was made by Supervisors Brandl and Weber. The motion carried 6-0.**

Discussion/Possible Action – Short Term Rentals with Presentation by Mary Ellen Bruesch, Public Health Sanitarian Senior Division of Public Health (3:01:50 – 3:37:35) Mr. Cotter introduced Mary Ellen Bruesch from the State Health Department who was invited to the meeting to give a presentation on how the State looks at lodging and short term rentals. Ms. Bruesch provided the committee with several handouts of information. She said the main difference between the State and Walworth County is that the State doesn't really look at the length of time of rentals. While Walworth County currently requires 30 day stays, Ms. Bruesch said as far as the State is concerned, if you are taking money it is considered lodging by the State definition. She said she spent a lot of time this summer finding places that are not licensed by the State and licensing them. Before the State looks at licensing, the rental unit needs to meet the uniform dwelling code and the biggest problem appears to be full conformance with the building code. These rentals need to meet the commercial building code as much as possible if it is in a multi-unit building and the Hotel/Motel Tourist Rooming House Code for a single-family dwelling for the State's lodging license. It is up to the local building inspector to make sure the homes meet the building code and since it may mean altering hallways, most building inspectors are limiting their review to fire and safety issues. Ms. Bruesch said when they get a complaint of lodging without a license they send out a certified letter to the person. The letter puts the person on notice of the state licensing requirement.

Mr. Cotter said that at last month's meeting the committee had asked him to look into the number of parcels and the cost it would take to send a notice to individuals in the County. He said the Register of Deeds came up with 37,855 unincorporated parcels that we would need to send a letter to. Some of them would be duplicates. Roughly the cost would be \$18,000 to \$19,000 for a mass mailing. This would be to unincorporated areas only, not cities and villages. Supervisor Weber asked if there was another way to do this. Mr. Cotter said, as suggested before, we could post it on our website. Supervisor Weber said we could communicate with the towns to see what they could do. Mr. Cotter said we could present the idea to the Human Resources and Finance Committees of hiring one or two fulltime staff to work weekends on enforcement. Supervisor Weber said we need to move forward with an ordinance amendment. Jim Van Dreser asked is there a good reason to get involved with this being that we have State requirements? Asked what other counties allow these rentals, Senior Zoning Officer Deb Grube said Door, Sauk, Lincoln, Waukesha, Polk, and Bayfield. Waukesha County allows boarding houses in the B-1 and B-2 districts with no room limits. Supervisor Dan Kilkenny said if it were allowed to be done as a conditional use, when you give property rights to one, you're probably taking away from another. Mr. Cotter said as staff we need to regenerate the list of questions that the committee needs to think about prior to the next meeting so they can be answered. The committee needs time to define what it means to maintain the residential character of property. **A motion and second to bring this back to the September 16<sup>th</sup> CZA meeting for further discussion was made by Supervisor Weber and Jim Van Dreser. The motion carried 6 – 0.**

Zoning enforcement (3:37:25 – 3:41:53) The committee reviewed the zoning enforcement spreadsheet. No specific discussion took place.

**Subdivision Items**

Honey Creek Estates, LLC, Proposed 4-Lot Certified Survey Map, located in Section 13, Town 4 North, Range 18 East, Town of East Troy, Tax Parcel #P ET1300002. The applicant is seeking County Zoning Agency approval for the use of a private road/easement for more than two lots and a modification of the minimum 50-ft. “unencumbered” roadway easement width requirement (3:41:53 – 3:51:07) Chairman Stacey excused himself from this item due to a conflict of interest. Vice-Chair Weber chaired the meeting. This proposed CSM contains 27.4016 acres of land and is zoned C-2. The parcel is served by Thiede Rd. and a proposed 50-ft. wide ingress and egress easement. Approximately 25 ft. of the easement width area is encumbered with an area delineated as wetland along the western boundary of Lot 4. The applicant is seeking CZA approval for the use of a private road/easement for more than two lots and a modification of the minimum 50-ft. “unencumbered” roadway easement width requirement. Neal Frauenfelder stated that staff has reviewed the CSM and has several recommendations. The Town of East Troy has reviewed and approved the proposed CSM. We have received a letter of approval from the Village of Mukwonago stating several conditions they would like to have satisfied before signing this CSM. Brian Godfrey, one of the owners, represented this item. There was no one to speak for or against this item. **A motion and second to APPROVE was made by Supervisor Wardle and Jim Van Dreser. The motion carried 5 – 0.** Approval is subject to the following conditions:

1. Approval is subject to changing the Walworth County Zoning Agency approval signature to: David Weber, acting Chairman
2. Approval is subject to identifying the wetland on Lot 2 as indicated on DNR 2005 wetland map.
3. Approval is subject to adding the date of the wetland delineation conducted by Thompson and Associates to the face of the CSM.
4. Approval is subject to preparing and implementing a stormwater management plan if land disturbance activities exceed 1 acre.
5. Approval is subject to submitting and recording a maintenance agreement for the private road/easement.
6. Approval is subject to making all corrections identified by the State of Wisconsin Department of Administration, Plat Review Section.
7. Approval is subject to meeting all applicable State Statutes and County Ordinances.
8. Approval is subject to Village of Mukwonago requirement that the ingress/egress easement be a minimum width of 16 ft. of hard packed surface area, and that a homeowner’s association should prepare documents spelling out year-long maintenance of this easement to keep the pavement clear of potholes, snow and ice.
9. Approval is subject to Village of Mukwonago requirement that a deed restriction shall be attached to the CSM indicating that a driveway turn-around be constructed near Lots 1 and 2 to allow for proper turning of fire apparatus, with the largest turning radii, subject to joint approvals of the chiefs of East and Mukwonago fire departments.
10. Approval is subject to the following statement being added to the face of the CSM:  
ANY WETLANDS PRESENT ARE SUBJECT TO FEDERAL, STATE AND  
WALWORTH COUNTY WETLAND PROTECTION REGULATIONS. FILLING,

EXCAVATION, REMOVAL OF VEGETATION OR PLACEMENT OF ANY STRUCTURE WITHIN THE WETLANDS REQUIRES PERMIT AND PLAN APPROVALS FROM THE US ARMY CORPS OF ENGINEERS (ACOE), WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR) AND WALWORTH COUNTY.

Supervisor Stacey returned to chair the meeting.

Robert and Diane Flaherty restriction removal and affidavit of correction request on Lot 8 of North Lake Ridge Subdivision, also identified as Tax Parcel #GNLR 00008, Town of Sugar Creek. The applicant is requesting CZA approval for a modification to a previously approved building area location in order to bring an existing residence location into compliance with the subdivision plat designated building area and Discussion/Possible Action to amend existing conditional use for a PRD by relocation of a building envelope (3:51:07 – 3:56:58) Mr. Weidensee explained that the property owner purchased the house and came to the Zoning Office to apply for a permit to construct a garage. It was then noticed that the house had been constructed outside of the building envelope that was shown on the parcel. The lots are extremely densely wooded and when the house was constructed it ended up partially inside and partially outside of the building envelope. The applicant is asking to adjust the size and location of their building envelope so the house complies. Staff has reviewed the request and the house is, at the nearest point, 157 ft. from North Lake, which is two times the required shoreland setback from the lake. Mr. Weidensee said the combination of giving up a larger area for the location of the house and the fact that it meets a double setback, indicates that what they are proposing is actually more beneficial than the original building envelope was in the first place. Staff recommends approving the amendment to the existing conditional use. Mr. Frauenfelder said granting the restriction removal and approving the affidavit of correction will make this change official, and recommends approval. Robert and Diane Flaherty were present. There was no one to speak for or against these items. **A motion and second to APPROVE modifying the previously approved building area location through the restriction removal and affidavit of correction and amending the related conditional use for relocation of a building envelope was made by Jim Van Dreser and Supervisor Weber. The motion carried 6 – 0. Approval is subject to the following conditions:**

1. Approval is subject to the applicant recording the Affidavit of Correction with the Register of Deeds Office.
2. Approval is subject to meeting all applicable State Statutes and County Ordinances.

Discussion/Possible Action re amendments to the Walworth County Code of Ordinances – Subdivisions 58-1.1 Definitions, 58-3.2 Compliance, and 58-3.2(5) Compliance - (3:56:58 – 4:07:31) Mr. Frauenfelder said the intention of this amendment is to bring the Walworth County Code of Ordinances – Subdivisions into compliance with revisions to Chapter 236, Wis. Stats. as adopted in 2009 Wisconsin Act 376 and Chapter 66, Wis. Stats. as adopted in 2009 Wisconsin Act 372 **A motion and second to move this forward for public hearing on September 16, 2010 was made by Supervisors Weber and Brandl. The motion carried 6 – 0.**

### **Old Business**

Dean Chudy (Warren Hansen, App.), Town of Bloomfield, Rezone 5.58 acres of R-1 to M-1 (4:07:31 – 4:19:35) Mr. Cotter stated this item was referred back from the August 10, 2010 County Board meeting. The committee approved it with the idea that this rezone was infill. In the meantime the Town of Bloomfield formally filed their petition with the County to amend the 2035 Land Use Plan. This hearing will take place on October 21. Mr. Cotter recommends that this rezone be tabled until the Land Use amendment process is complete. Or, the committee can send it back to County Board with either the same decision or a different recommendation. **A motion and second to TABLE until October 21 was made by Jim Van Dreser and Supervisor Wardle. The motion carried 6 – 0.**

### **New Business**

Discussion/Possible Action – Amend existing conditional use for Darren Michalak (Double D's), Town of East Troy, Tax Parcel #PA181800001, for outdoor food and beverage (4:19:35 – 4:22:21) Matt Weidensee stated that the property owner had obtained a conditional use permit for outdoor food and beverage on a deck that was to be constructed on the roof of a bar/restaurant. When they went to get permits to begin construction, there were some building construction concerns that would not allow this. The owner is now requesting an amendment to their conditional use to allow for a patio/deck combination in front of and alongside of the structure. Zoning has reviewed the location and determined it meets the setbacks. Mike Senft, the owner of Straight Arrow Builders who will do the construction of it, was present to answer questions. **A motion and second to APPROVE the amendment was made by Supervisors Brandl and Weber. The motion carried 6 – 0.**

Discussion/Possible Action – amend existing conditional use for Millard Feed Mill, Inc., Town of Sugar Creek, Tax Parcel #G SC 900005A, to increase storage (4:22:21 – 4:25:17) Mr. Weidensee said the Millard Feed Mill, Inc. is requesting to amend their existing conditional use to include an additional 94,000 bushel grain bin directly behind the office structure and to enlarge an existing storage structure from 745 sq. ft. to 1,000 sq. ft. The Zoning Office has reviewed the request and it appears to meet setbacks. Staff recommends approval of the amendment and adding condition #22 as follows:

22. **Addition of the 94,000 bushel grain storage bin directly behind the office structure shall require the property owner to seek new approval of a septic system that is in compliance with the State of Wisconsin code as per the Town.**

Mr. Weidensee said the 94,000 bushel grain bin behind the office will be sitting on top of their existing septic system, and they will have to go to the Sanitation Division for approval of a new septic system if they locate it there. Bob Cook appeared before the committee and said they already have approval for the septic and it has been taken care of. **A motion and second to APPROVE was made by Supervisors Weber and Brandl. The motion carried 6 – 0.**

**A motion and second to recess until 5:30 p.m. was made by Supervisors Brandl and Redenius. The motion carried 6 – 0.**

Chairman Stacey called the meeting to order at 5:30 p.m.

Mr. Cotter announced that Item 9.e.3., Steven S. Walter, Town of Darien, has been removed from the agenda. He then explained the public hearing procedure.

Amendment to Walworth County Code of Ordinances – Subdivisions, Sections 58-4.3 Preliminary plat approval; 58-4.5 – Final plat approval; and 58-4.10 condominium projects (5:33:16 – 5:41:39) Neal Frauenfelder explained that the purpose of the amendments is to bring the Walworth County Code of Ordinances, Subdivision Section, into compliance with revisions made to Chapter 236 Wisconsin Statutes as adopted in 2009, Wisconsin Act 376. He said the premise for this change is that local ordinances may not have more restrictive time limits, deadlines, or notice requirements than the State Statutes. There was no one to speak in favor or opposition of this amendment. This item will be on the committee's September 16<sup>th</sup> agenda for action.

#### Rezones with Conditional Uses

Frاندolig Family Loving Trust dated April 11, 1991 (John E. Frاندolig, Trustee) (Tom Svanstrom, App.), Town of Linn, Rezone 1.46 acres from A-3 to R-1 and Conditional Use for a two-dwelling Planned Residential Development on lands proposed to be zoned R-1 (5:41:39 – 5:45:53) Matt Weidensee described the parcel as located in Section 15, Town of Linn. The Town has approved the requests. The rezone is accompanied by a conditional use petition for a two-dwelling unit Planned Residential Development in order to have two homes on one lot. He said the application states they are requesting to rezone a portion of the larger area of A-3 zoning on the parcel to R-1 in order to increase the size of the R-1 area to above 80,000 square feet in support of the existing two residences already on the farm parcel. The two homes would be left on the R-1 area as a planned residential development. Tom Svanstrom represented these items. There was no one to speak for or against these requests. **A motion and second to APPROVE the items was made by Supervisors Weber and Brandl. The motion carried 6 – 0.** The conditional use is subject to the related rezone passing County Board and the following conditions:

1. Approved as per plan submitted with all additional conditions as a two dwelling PRD.
2. The owner must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction. All grading must be conducted consistent with the approved Land Disturbance Erosion Control and Stormwater Management plan. All topsoil generated from the site must be evenly distributed back onto the site on the areas from which it was removed or in areas in need of the topsoil. The quantity of topsoil generated from one lot may not be located on another lot within the development at the expense of the lot from which the topsoil was generated. No materials may be removed from the site.
3. The owner must obtain all required zoning and sanitary approvals prior to construction.
4. The owner must meet all Town, County and/or State highway access requirements.

5. The open space, including common area outlots, shall be deed restricted to remain open, jointly owned or appurtenant to each buildable lot created and used by the owners of the subdivision for park and recreational purposes and shall be recorded meeting standard document format as per 59.43(2m). No structures shall be placed in the open space without additional Committee approval.
6. The project must meet all Federal, State, County and local Ordinances.
7. The owner must provide a tree cutting and restoration plan meeting ordinance requirements for review and approval. Tree cutting shall be limited to that specified on the approved plan of operations.
8. The governing covenants for the PRD shall be submitted to the County Land Management Department for review for consistency with County ordinances and approval requirements. Any changes to the restrictive covenants that may affect this approval must obtain additional County conditional use review and approval. The property owner shall be held solely responsible for addressing all restrictive covenants or rules beyond those enforceable under County ordinance and regulations.
9. The proper preservation, care and maintenance by the original and all subsequent owners of the design of the PRD and all common structures, facilities, essential services, access and open spaces shall be assured by deed restriction referencing the C.S.M and shall be recorded meeting standard document format as per 59.43(2m). All property within the PRD must remain as part of the PRD and may not be removed from the PRD without County approval.
10. The County reserves the right to rescind this conditional use upon any violation of County regulations.
11. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
12. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

13. The property owner shall place a note on the face of the C.S.M. indicating the project was approved as a PRD subject to required deed restrictions.

Rezoning

Tonyan Trust (Cindy Tonyan Dixon)/Threatte Family Ltd. Partnership (Warren Hansen, App.), Town of Darien, Rezone 9.1 acres from A-1 to C-2 and one acre from C-2 to C-4 Matt Weidensee described the property as located in Section 7, Town of Darien. The Town has approved the request. He gave a summary regarding ownership of the property. The dam that is located on the property has now been transferred to the current owner, the Threatte Family. Mr. Weidensee said the application indicates the site includes Trout Lake surrounded with a vegetated shore controlled by a dam and spillway. One very small area of A-1 which is now wooded and an 8 acre area of open A-1 that is fully surrounded with trees is being requested to be rezoned with the balance of the site remaining as C-2. The owner plans to plant numerous trees and reforest large clusters in open areas. A conservation subdivision is proposed to best develop the site in a limited manner. Warren Hansen represented this item and indicated the dam is in disrepair. He said the A-1 is not farmed because it is difficult to get equipment to the site. He said there is a ravine that drops down about 20 - 25 ft. He said they did go through a preliminary staff review about one and one-half years ago. They want to preserve the site in a pristine manner. Speaking in favor was Robert Threatte. He said his family has been coming to Walworth County for 40 years and they own two homes here. It is their intent to beautify the property.

Speaking in opposition was Atty. John Clair, representing Mike and Kristan Nelson. Mr. Clair submitted approximately 25 letters of objection. He said the Comprehensive Plan calls for this nine acres to remain A-1. It is 99 percent prime agricultural land and the request does not meet the four criteria for rezoning out of A-1. Mr. Clair said the inspection report indicates that the dam is in need of extensive repairs. He said under the present zoning, Mr. Threatte can still subdivide the property. Kristan Nelson was opposed to the rezone saying their property is directly to the east of the subject property. She said the rezone would double the homes on the road, would not increase the value of their property, it is in direct conflict with the primary environmental corridor designation, it will increase runoff, and she has road safety concerns with increased traffic. Sue Gray said she and Nancy Weber own the property that is adjacent to the east side of the parcel. She said the value of their property may decrease because it will no longer appeal to a buyer seeking the benefits of country living. The proposed access road to the site is next to their house and they will see all the lights of traffic in and out of this subdivision. She and her family enjoy hunting in the area and more houses mean less wildlife. It will disturb the peace and tranquility of the area. Nancy Weber said adding more homes will not improve it and she concurs with Mr. Clair's reasons for opposition. Michael Nelson said he concurs with Mr. Clair. He said the zoning commission in Darien has twice denied what Mr. Threatte would like to do. He said the Town Board approved the request and the neighbors who were at the meeting were devastated. He said we don't want to live in a subdivision or across from a subdivision. Dan Kilkenny said he is at this meeting as a Walworth County Board Supervisor. He said neighbors also have rights. He said this is high quality A-1 land and the public was overwhelmingly opposed. John Michael Gregornik said he feels it is a little fishy that this rezone made it this far since the board follows the recommendation of the commission 99.9 percent of the time and it wasn't followed. He said you have to take into account all of the people, not just the people involved with the property. He said he'd like to subdivide his property and have his

parents come and live on his property, but, it's not doable where he lives. He said rules should not be bent for one if you're not going to change it for everyone. He said the way it's restricted is why he bought his property. And to change that changes the face of the community and that's a misjustice.

Warren Hansen was allowed a rebuttal. He said this site is dual zoned. The only way it was farmed is that it was leased and there was access from the other farm. He said Sue Gray and Nancy Weber's driveway is one foot if not on this property. This is a remnant substandard parcel. He said the dam has nothing to do with this rezone. As far as people saying they want rural living, that is what Mr. Threatte wants. As far as roadway, you get the best possible view at that access.

Jim Van Dreser said this does not meet the four findings for rezoning out of A-1. He said the intent all along was that this be farmland. Supervisor Brandl said he feels this falls under the 2035 Plan. Jim Van Dreser made a motion to deny based on reasons discussed earlier and it's not good to approve a rezone like this and not have a plan for what's going to happen with the property. A second was made by Supervisor Redenius. In favor of the denial were Van Dreser, Redenius, and Brandl. Opposed to the denial were Wardle, Weber, and Stacey. The motion failed due to a tie vote. **A motion and second to TABLE until September 16<sup>th</sup> was made Jim Van Dreser and Supervisor Brandl. The motion carried 6 – 0.**

The committee requested a video be taken of the site for viewing at the September meeting.

Department of Natural Resources c/o Walworth County, Town of Geneva, Creation of a shoreland area on an unnamed stream to Como Lake based on DNR navigability determination (7:18:05 – 7:22:59) Mr. Weidensee said the Wisconsin DNR has identified an additional navigable stream that flows from a culvert north of the intersection of Quail Rd. and Lincoln Dr. that flows underneath Quail Rd. The culvert is located in Lake Como Beach Subdivision and the stream flows south to Como Lake. Because they have identified that length of stream from under Quail Rd. down to the lake as being navigable, it requires that the County hold a public hearing for designating a 300 ft. shoreland area adjacent to the stream. Mr. Weidensee said it is a State mandate that if the DNR identifies a stream as navigable, we are mandated to hold the hearing with regards to shoreland designation along that stream. There was no one to speak for or against this item. **A motion and second to APPROVE the shoreland zoning along the DNR identified navigable waterway was made Supervisors Weber and Brandl. The motion carried 6 – 0.**

Nel-Farm, Inc. (Marc Nelson and Scott Nelson, Apps.), Town of Sugar Creek, Conditional Use for expansion of a dairy farm milking operation greater than 500 animal units to a capacity of 838 animal units on lands zoned A-1 (7:22:59 – 7:31:29) Mr. Weidensee described the property as being in Section 34, Town of Sugar Creek. The Town has approved the request. He said the application states: We are proposing to construct a new 4-row free stall barn with milking parlor with a capacity of an additional 350 milk cows. The milking parlor would be a double eight parlor. The barn would have slatted floors with manure storage under the barn. The entrance to the new facility would be off of Amos Road. The new facility would be used in conjunction with the current farm on Hazel Ridge Road with a gravel driveway connecting the facilities. The

facilities will consist of three-times a day milking with 24 hour a day operations. There would be approximately 10 full time employees of Nel-Farm Inc. upon completion of the expansion. There would be a total of 837.4 animal units covered by the facilities after the expansion. Scott Nelson appeared before the committee and said they would like to expand their current facility. He said Wisconsin is losing more than one dairy farm every day. This site is close to their farm and suitable for the expansion and will keep the farm going. Marc Nelson said manure storage is under the building and they will not be using sand bedding so they will be able to inject all the manure. There is enough storage for a whole year and once a year they will be able to inject all the manure into the ground without making odor for neighbors. He said with sand bedding, you spread on top of the ground and cause a lot of problems with neighbors with odor. They will not be shipping milk from the home farm anymore when the new facility is in operation. There was no one to speak for or against this item. **After the appropriate findings were made as required by State Farmland Preservation Program s91.75(5) a motion and second to APPROVE was made by Supervisors Brandl and Weber. The motion carried 6 – 0.** Approval is subject to the following conditions:

1. Approved as per plan submitted as a commercial feedlot with a limit of 837.4 animal units subject to all additional conditions.
2. Hours shall be 24 hours per day. No animal waste spreading or deliveries shall occur between 6:00 p.m. and 6:00 a.m. Milk pick-up is allowed 24 hours per day.
3. The site must meet all applicable Federal, State, County and local regulations including any State well or water supply requirements.
4. The applicant must obtain the required zoning permit prior to construction.
5. Applicant must obtain approval of a nutrient management plan from the County Land Conservation Office. The plan must meet with all requirements of the County and the Wisconsin Dept. of Natural Resources. The applicant must comply with all recommendations of the approved nutrient management plan.
6. The applicant must provide adequate manure storage. Storage shall be available for at least 4 months on site in order to allow storage during the winter months when manure will not be able to be incorporated to reduce odor. All manure from County approved storage facilities must be incorporated in the ground with in 24 hours of spreading in order to limit odor from the farm operations. The storage facilities must be emptied within two weeks of any time that spreading begins. The applicant shall keep a record of the date that spreading begins and the date on which the storage facility has been emptied. If the applicant cannot empty the manure storage facility in the required time frame using existing equipment and farmland then the applicant may need to make arrangements with a commercial manure disposal company.
7. All outside lighting must be shielded and directed on site.

8. The applicant will be responsible for cleaning tracked soil or manure resulting from the farm operations off the Township or County Roadways on a daily basis.
9. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
10. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Findings: A conditional use for more than 500 animal units on A-1 land is consistent with Farmland Preservation Statutes.

Cathie Lopardo (Warren Hansen, App.), Town of Sugar Creek, Conditional Use for outdoor food and beverage on lands zoned B-2 (7:31:29 – 7:40) Mr. Weidensee described the parcel as located in Section 1, Town of Sugar Creek. He said the application indicates the property owner is seeking approval for a conditional use for outdoor food and beverage on a 735 sq. ft. outdoor seating area with ornamental 42 inch high fencing surrounded with a top rail. The Town has approved the request. The County Zoning staff has advised the Planning staff that the property owner may also wish to have a tent on site for holding banquets and parties. The Committee may wish to inquire if the property owner intends to have additional outdoor food and beverage area not currently noticed or specified on the plan on site. If the owner wishes to include additional area for outdoor food and beverage, staff would need to re-notice the additional area and the property owner would need to obtain a new recommendation from the Town. Staff would recommend tabling the conditional use for a new notice and Town letter. The property owner would be required to pay a re-notice fee. Rich Lopardo appeared before the committee. Mr. Weidensee informed him that the public notice did not include a request for use of a tent for banquets and parties. If he wished to include use of a tent, he would have to apply for an amendment to the conditional use and appear before his Town board for a decision before coming before the CZA. Mr. Lopardo said they would not seek this use as the summer is almost over. There was no one to speak for or against this item. **A motion and second to APPROVE was made by Supervisor Weber and Jim Van Dreser. The motion carried 6 – 0.** Approval is subject to the following conditions:

1. The Conditional Use for seasonal use of a deck/patio for outdoor food and beverage consumption is approved as per the plan submitted with the following conditions.
2. Use of the grounds shall be limited to the uses as stated in the plan of operations.
3. The project must meet with all State, Federal and local approvals.

4. The applicant must obtain all required County Zoning permits including a sign permit for any proposed signage.
5. Sufficient adult supervision must be present at all times when facilities are in use.
6. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
7. The applicant is responsible for obtaining adequate liability insurance and keeping the insurance current during the life of this conditional use.
8. All lighting must be shielded and directed on to the property.
9. All parking must occur in the areas identified on the approved plan. Parking must meet with requirements of the county zoning ordinance. All parking must be graded and surfaced so as to be dust free. All parking for business on site must be in compliance with County requirements within 60 days of this approval.
10. The property owner must obtain the required County sanitary permit approval for facilities to be located on site.
11. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.

Specific:

12. The outdoor deck shall be use from May 1<sup>st</sup> to October 31<sup>st</sup> of each year. Hours of operation on the deck/patio shall be 10:00 a.m. to 10:00 p.m.
13. All outdoor seating and all outdoor food and beverage consumption must be on the deck/patio.
14. The decks must meet with the commercial building code including all proposed lighting. Open flame tiki torches may not be used as lighting.

**Adjournment – A motion and second to adjourn was made by Jim Van Dreser and Supervisor Brandl. The motion carried 6 – 0. The meeting was adjourned at 7:40 p.m.**

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Submitted by Marie Halvorson, Recording Secretary. Minutes are not final until approved by the committee at its next meeting.

**Walworth County Human Resources Committee**

**MINUTES**

August 18, 2010 – 3:00 p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

*Draft*

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The meeting was called to order at approximately 3:40 p.m. by Chairperson Ingersoll.

Roll call – In attendance were Chairperson Ingersoll, Vice Chairperson Grant, Supervisors Redenius, Brandl and Wardle. A quorum was declared.

Others present – Supervisor Nancy Russell; David Bretl, County Administrator; Suzi Hagstrom, Labor/Employee Relations Director; Nicki Andersen, Deputy County Administrator – Finance; Dale Wilson, Payroll/Benefits Manager; Kurt Picknell, Undersheriff; David Graves, Sheriff; Linda Seemeyer, LHCC Superintendent/HHS Director; Liz Aldred, Deputy HHS Director; Donna McIntyre, Human Resources Specialist.

Approval of the agenda was moved and seconded by Supervisor Brandl and Vice Chairperson Grant, with no withdrawals, and carried 5 – 0.

Approval of the July 21, 2010 Human Resources committee minutes was moved and seconded by Vice Chairperson Grant and Supervisor Brandl. The motion carried 5 – 0.

Public comment period – There was no public comment.

Amendment to 15-17 relating to a public health nursing position in the Health and Human Services department. Hagstrom explained that we have a nurse vacancy in Public Health. Given that the department has many new programs and additional clientele, Seemeyer would like to move the vacant position to a supervisor position to oversee the other nurse positions. Seemeyer would like to distribute the workload more evenly. Currently, there is only one supervisor in Public Health, and the Public Health manager oversees everything else in the unit. Making this change would help to improve supervision of the unit. Due to the vacancy, this change would result in a savings of \$14,000 for this year. If the new supervisor position is filled at the top of the range, it will cost an additional \$5,000 next year. This has been included in the department's budget request for 2011. Seemeyer clarified that they were simply upgrading an already existing position. Vice Chairperson Grant stated the Health and Human Services Board had approved this at their meeting.

**Vice Chairperson Grant and Chairperson Ingersoll moved and seconded approving the amendment to 15-17 relating to a public health nursing**

**position in the Health and Human Services department. The motion carried 5 – 0.**

Discussion and possible action regarding audit findings (employee handbook). Hagstrom explained, years ago, we had a personnel code. Then, in 2003, it became Chapter 15 of the code of ordinances. Since it was made into the code of ordinances, there has never been a complete review of all of the sections. Instead, there have been amendments made as we go along. Hagstrom is hoping that a complete review of all of the HR ordinances can be completed next year. It is a big undertaking, but it needs to be done. She proposed that it be completed by the end of 2011. With regard to the employee handbook, Hagstrom explained that there are many different places to look for rules and policies for employees – union contracts, ordinances, departmental policies, etc. Each department may be different, for example, both the nursing home and the Sheriffs Office have attendance policies, while some other departments do not. To put together an employee handbook that would encompass all employees would be a huge undertaking, and it would probably take a full-time staff person to keep it updated. With an employee handbook, you have to be very careful that you are not guaranteeing that the employee will have a job. Hagstrom suggested that perhaps a frequently asked questions section could be put on the HR website for employees. It could give employee guidance on where to look first for information. Clifton Gunderson had suggested that we have a handbook. Vice Chairperson Grant said that the handbook could refer union members to their union contracts or non-represented employees to the Code of Ordinances. Hagstrom pointed out that the ordinances are online and are updated quarterly. Bretl felt that as we are presently set up, we would create more liability than we would solve by trying to create a handbook. The county has seven different unions, as well as other groups, so, in theory, we could have ten different handbooks. It is typical for organizations to do a systematic review of ordinances. When we had the old personnel code, we spent two years reviewing it, and never adopted it. There was a lot of duplication and some of it was poorly written. As far as a handbook goes, the committee may want to direct staff to develop strategies. We don't want to "reinvent the wheel," and we don't necessarily want to have a hard copy handbook. Chairperson Ingersoll questioned what employees receive at orientation. Hagstrom explained that at orientation, new employees do get information explaining Chapter 15, as well as a copy of their union contract (if applicable). After they have been to HR, they go to their department for orientation and receive additional information there. Andersen stated that she had talked with Clifton Gunderson, and she does not think that they are looking for a paper handbook per se. Perhaps there could be links on the website to help employees. Supervisor Russell pointed out that some things, such as federal and state law, are universal to everyone. Those could be included in a handbook. A discussion ensued about the "at will" status of county employees. Hagstrom pointed out that except for those employees serving under contracts, county ordinances largely take away "at will" employment status. The county has very few at-will employees. In the past, all county employees had been for cause employees. Hagstrom pointed out that all of the things that have been mentioned are

covered in orientation. Supervisor Russell suggested calling the orientation materials the handbook and posting it on the web. Bretl suggested having Hagstrom come back with a written program explaining how we will address this, which should include a systematic review of ordinances and a plan to address the employee handbook recommendation. Staff will provide additional information on what employees receive at orientation.

**Vice Chairperson Grant and Supervisor Wardle moved and seconded bringing this item back next month for further discussion. The motion carried 5 – 0.**

Adopting insurance premium equivalents for 2011. Wilson explained that there will be no increases for the 2011 health insurance premiums, as was discussed at the county board meeting. Staff needs the committee's approval on the rates. Chairperson Ingersoll asked if employees have the option to take the dental insurance or not. Hagstrom stated that employees do have the option. For full-time employees, the dental insurance is fully paid by the county, but it is a capped benefit. It is separate from the health insurance. Wilson explained that they increased the rates for dental by 5% based on enrollment and industry standards. Enrollment stays pretty consistent. Currently, there are approximately 750 enrollees for the dental insurance. Vice Chairperson Grant asked if it would be possible to use the five-year claims average instead of just four month. Wilson explained that there are no legal guidelines in that realm. We used the recommendation given to us by Horton Group, our consultant. This is set by ordinance, so the committee could choose to change it. Supervisor Wardle asked if it would make more sense to use a longer period of time for the average. Bretl explained that we can develop many different methodologies, but whether or not the actuary will support the model is the relevant question. Andersen stated that we could ask about that, but we have worked with the actuary at Horton to come up with these figures. Vice Chairperson Grant felt that three to four months of the previous year's claims was not enough. He felt that a full year of claims information would make sense. Andersen cautioned against going back five years as had been mentioned. Claims have done nothing but escalate in the last five years.

**Supervisors Brandl and Wardle moved and seconded approving the premiums as presented. The motion carried 5 – 0.**

Discussion and possible action regarding the extension of the current contract with the worker's compensation third party administrator. Hagstrom explained that hopefully the memo she had provided in the agenda packet gave the committee in-depth background on this item. The county switched worker's compensation third party administrators twice in 2009, which was very very difficult. The county has been very happy with the new company and would like to continue the relationship. We have the option to renew the current contract. Hagstrom was asking to renew the contract through 2011 and go out for RFP in 2012 if we need to.

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*DRAFT*

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**Vice Chairperson Grant and Supervisor Brandl moved and seconded approving an extension to the current contract with the county's worker's compensation TPA. The motion carried 5 – 0.**

Provisions of a severance agreement by and between Walworth County and an employee of the Sheriff's Office; Settlement of Workers Compensation Claim – Duane Warrenburg. Chairperson Ingersoll read the closed session language. Supervisors Brandl and Wardle moved and seconded going into closed session. At approximately 4:07 p.m., the committee convened in closed session pursuant to the exemption contained in Section 19.85 (1)(g) of the Wisconsin Statutes, "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." (Chairperson Ingersoll excused herself from the meeting at approximately 4:11 p.m.). At approximately 4:55 p.m., on motion and second by Supervisors Brandl and Wardle, the committee reconvened in open session.

**Supervisors Wardle and Brandl moved and seconded proceeding as discussed in closed session. The motion carried 4 – 0.**

Chairperson Ingersoll returned at approximately 4:56 p.m.

Chairperson Ingersoll had no reports or announcements.

The next meeting of the human resources committee was confirmed for September 22, 2010 at 3:00 p.m.

Adjournment. On motion and second by Supervisor Brandl and Vice Chairperson Grant, Chairperson Ingersoll adjourned the meeting at approximately 4:57 p.m.

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Respectfully submitted by Tammy Werblow, assistant to the county administrator.  
These minutes are subject to approval by the committee.

**Walworth County Health and Human Services Committee**  
**MINUTES**

August 18, 2010 Meeting – 1:00 p.m.

Walworth County Board Room  
Government Center – Elkhorn, Wisconsin

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The meeting was called to order by Chairman Grant at 1:03 p.m.

Roll call – Committee members present included Supervisors Grant, Hawkins, Ingersoll, Redenius and Schaefer; and Citizen Members Pious and Wagie-Troemel. Citizen Member Ketchpaw was excused. A quorum was declared.

Others present – County Administrator David Bretl; Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Dr. David Thompson, Deputy Director of Health and Human Services; Lori Muzatko, Health and Human Services; Roger Zierfuss, Health and Human Services; Etty Wilberding, Health and Human Services; Pat Grove, Health and Human Services; Elizabeth Walsh, Health and Human Services; Mike Carder, Health and Human Services; Georgia Cameron, Assistant Director of the Public Health Southeastern Regional Office; Juliet Young, Health and Human Services; Peggy Watson, Purchasing Manager of Public Works – Purchasing; Phil Koss, District Attorney; Paula Hocking, Walworth County Child Advocacy Center; Marilyn Putz, Walworth County Job Center Manager; Bernadette Janiszewski, Lakeland Health Care Center and Nancy Russell, County Board Chairperson.

Public in attendance – There were two members of the public in attendance.

There were no agenda withdrawals. **Motion and second made by Supervisors Schaefer and Ingersoll to approve the agenda. Motion carried 7-0.**

The Health and Human Services minutes from the July 21, 2010 meeting were approved. **Motion and second made by Citizen Representatives Pious and Wagie-Troemel to approve the minutes. Motion carried 7-0.**

Public comment – Scott Jones, President of Elkhorn Bus Service Inc., Jones Travel and Jones Transportation Services Inc. made commented on the recent Transportation Request for Proposal. He indicated he was unaware of the bid and requested that the Board rescind the one bid that was turned in and repost the request.

Supervisor Grant asked if his companies provide drivers without the vehicle. Mr. Jones stated that they did.

Supervisor Grant asked if Mr. Jones had seen the bid proposal and had time to review it. Mr. Jones stated that he has since read and reviewed the proposal.

Citizen Representative Pious asked if Mr. Jones has ever been in a position to have a contract with the county. Mr. Jones stated this is the first time the county has made this opportunity available.

Supervisor Grant asked when did Mr. Jones learn about the request. Mr. Jones said it was Monday night and the bids were due at 10:00 a.m. the following morning.

Unfinished business –

*Workforce Development/Job Center/WIA Distribution Contract* – Marilyn Putz, Manager of the Walworth County Job Center gave a presentation to the Board explaining the history of the Job Center, the tri-county consortium and the services they provide to the public.

Supervisor Grant asked about the funding, specifically how the funds were distributed between the three counties. Ms. Putz explained that the funding was determined back in 1999 and was based on population, the needs of the community, poverty levels and so on.

Supervisor Grant asked if the funding percentages have changed since 1999. Ms. Putz said it has been looked at but the funding breakdown has not changed. There are changes expected in the new WIA laws and the funding allocation will be reviewed again once the WIA laws go into effect.

Supervisor Grant asked about the representation on the tri-county workforce development board. Ms. Putz explained that it was equal representation for each county with each having two representatives. Discussion followed.

Supervisor Grant asked when the Kaiser Group was formed. Ms. Putz said it was approximately 1976.

Mr. Bretl mentioned that the board needs to look at the status of Kaiser as the vendor and that the services have not been bid out in thirteen years. Ms. Seemeyer added that the board needs to look into if Health and Human Services is the right agency to have this contract since it is not part of the agency's core functions. Discussion followed.

Supervisor Ingersoll questioned if this consortium needs to be broken up. Ms. Seemeyer stated it is working well but the contract is not monitored and negotiated in the same manner as other Health and Human Services contracts.

Supervisor Russell mentioned that there are no taxpayer dollars involved in this program and is concerned about making drastic changes. She encouraged the board to visit the Job Center to get a better idea of what they do.

Supervisor Grant proposed to have the discussion of possible other vendors and Health and Human Services involvement in the Job Center on the September 2010 agenda.

*Transportation Driver Request for Proposal Bids* – Ms. Seemeyer gave the board a brief recap of proposal process. She is recommending that the one bid received be rejected due to fact that there was only one bid and it was over budget and have the proposal be put out for bids again.

Supervisor Ingersoll agreed to having the proposal reposted and would like to see local representation.

Mr. Bretl stated that this not a mandated program but is necessary and would like to take advantage of the opportunity to lower the expenses for the program with the bid proposal.

Supervisor Grant asked why the agency waited to have this request for proposal. Ms. Seemeyer explained that the agency was waiting for results from a Southeastern Wisconsin Regional Planning Commission (SEWRPC) survey.

Supervisor Grant asked for clarification on the limited term employee. Ms. Muzatko explained that employee's time in this position will expire within the next month.

Mr. Jones proposed a short term solution with a qualified driver. Ms. Seemeyer stated we have received a similar solution from the agency's current provider.

**Motion and second made by Supervisor Hawkins and Citizen Representative Wagie-Troemel to refuse bid submitted for the proposal. Motion carried 7-0.**

Supervisor Schaefer asked if federal money is involved. Ms. Seemeyer stated it was a combination of tax levy and state dollars.

Supervisor Schaefer asked if the board can legally refuse the bid. Mr. Bretl stated that it can be refused.

**Motion and second made by Citizen Representative Wagie-Troemel and Supervisor Ingersoll to do a six month bid with a six month extension. Motion carried 7-0.**

Ms. Seemeyer will provide a report to the board based on a transportation survey done last year.

Supervisor Ingersoll asked for clarification on a new computer system for the request for proposal process. Ms. Watson explained that there will be a notification system for vendors to register with in mid-September of 2010 that will inform them of any requests for proposals in their area of interest.

Supervisor Grant asked if the search will be expanded for the next proposal. Ms. Watson explained the agency solicited employment agencies and in the next bid will include transportation companies.

Supervisor Grant asked if the driver positions require a Commercial Driver's License. Ms. Muzatko stated this is not a requirement.

Supervisor Russell asked if Health and Human Services owns the vehicles. Ms. Seemeyer explained that VIP, Inc. owns the vehicles per the grant requirement.

*Walworth County Child Advocacy Center (CAC) Update* – Attorney Phil Koss and Paula Hocking gave an overview of the Center.

Supervisor Grant if the space that has been offered fits the CAC's needs. Attorney Koss stated that it does. The Association for Prevention of Family Violence does not currently have enough room for them. Children's Hospital will pay the County for space at the Government Center. The CAC is working with Shane Crawford on this issue.

Attorney Koss stated grant has been written for Walworth County to have a Child Death Review Team. This team will not view cases, but policies or trends.

Supervisor Grant asked for documentation on this team for the board to review before approving.

Supervisor Grant asked if this was a separate issue from the protocol signing. Yes, this is a separate issue under the CAC.

Supervisor Ingersoll asked when there will be more information about the renovation. Waiting on Shane Crawford to approve the plans.

#### New Business –

*Public Health Position Request* – Dr. Thompson gave an overview of the current Public Health Officer position. Currently this position is doing a dual function of supervising and being the Health Officer.

Supervisor Grant asked if the request was for two new positions. Dr. Thompson explained that the vacant nursing position will be upgraded to a supervisor position only.

**Motion and second made by Citizen Representative Wagie-Troemel and Supervisor Hawkins to approve the position request. Motion carried 7-0.**

*Public Health Community Health Improvement Plan (CHIPS)* – Dr. Thompson explained this plan is in addition to current practices. This plan is at a higher, more personal level.

Supervisor Ingersoll asked where this plan originated. It comes from State Statutes 250 and 251. She further asked if current Public Health duties will be put on hold for this plan. All duties will continue as usual and this will be an additional duty.

Supervisor Grant asked if there is a plan in development. Dr. Thompson explained that a comprehensive plan is in development. Supervisor Grant asked if Public Health will come

back to the board with the plan. Dr. Thompson stated it would be back before the board before then.

*Lead Poisoning Awareness Project* – Dr. Thompson explained that Public Health is targeting in Delavan as the first area.

Supervisor Grant asked if the lead was in the water. Dr. Thompson explained it was mostly from lead paint.

Supervisor Ingersoll asked if there was cooperation with the cities and villages on the lead problem. Dr. Thompson stated there is but it is mostly a Public Health issue.

*Elkhorn Fund Grant Request* – Ms. Aldred explained this small grant would fund Global Positioning Units for agency vehicles to assist staff when they go out into the community.

Supervisor Hawkins stated he would like to see a policy development to insure privacy protection for consumers of Health and Human Services.

**Motion and second made by Citizen Representatives Wagie-Troemel and Pious to approve the grant request. Motion carried 7-0.**

Closed Session –

The Board convened in closed session pursuant to §19.85(1)(f) of the Wisconsin Statutes, “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.”

Motion and second made by Supervisors Hawkins and Schafer to go into closed session. Motion carried 7-0.

In closed session, the committee discussed the following item:

- Unexpected expenses related to services provided to certain specific developmentally disabled individuals and policy guidance to department staff

**Motion and second made by Supervisors Hawkins and Schafer to go into closed session. Motion carried 7-0.**

**Motion and second made by Supervisors Ingersoll and Schafer to reconvene into open session. Motion carried 7-0.**

Reports – There were no reports.

Correspondence – There were no correspondence.

Announcements – Ms. Seemeyer announced that both Public Health and Mental Health units passed recent audits.

There is also a doctor interested in the vacant citizen representative position.

Next Meeting Date – The next meeting is scheduled for September 22, 2010 at 1:00pm

Adjournment – **On motion and second by Citizen Representative Wagie-Troemel and Supervisor Schaefer, Chair Grant adjourned the Health and Human Services meeting at approximately 3:21 p.m. Motion carried 7-0.**

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Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

**Walworth County Lakeland Health Care Center Board of Trustees**  
**MINUTES**

August 18, 2010 Meeting – 1:00 p.m.

Walworth County Meeting Room 111  
Government Center – Elkhorn, Wisconsin

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The meeting was called to order by Chairman Grant at 3:21 p.m.

Roll call – Committee members present included Chairman Grant, Supervisors Hawkins, Ingersoll, Redenius, and Schaefer. A quorum was declared.

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Juliet Young, Health and Human Services; Bernadette Janiszewski, Lakeland Health Care Center Administrator and Nancy Russell, County Board Chairperson.

Public in attendance – There was no members of the public present.

There were no agenda withdrawals. **Supervisor(s) Hawkins/Ingersoll moved to approve the agenda. Motion carried 5–0.**

The Lakeland Health Care Center Board of Trustees committee minutes of the August 18, 2010 meeting were approved with one correction. **Motion and second made by Supervisor(s) Ingersoll/Redenius to approve the corrected minutes. Motion carried 5–0.**

Public Comment – There were no comments from the public.

Unfinished Business – There were no items of unfinished business.

New Business –

*Resolution regarding County Nursing Homes and the 2011-2013 State Biennial Budget* - Ms. Janiszewski reviewed the resolution that was discussed at the July 2010 meeting. The three main components are supplement payment change, an equal split with federal funding between the state and counties and nursing home bed tax.

Supervisor Ingersoll asked for clarification on the role of this board on this resolution. Supervisor Grant stated this board would recommend the resolution to the County Board.

**Motion and second made by Supervisor(s) Hawkins/Ingersoll to recommend this resolution to the County Board. Motion carried 5–0.**

*Proposed New Mission Statement* - Ms. Janiszewski asked for the boards approval of the revised mission statement for the Center.

**Motion and second made by Supervisor(s) Schaefer/Hawkins to approve the revised mission statement. Motion carried 5-0.**

Reports –

*LHCC Administrator's Report and Financial Update* – Ms. Janiszewski reported that the LHCC is on track with regard to budget. Ms. Janiszewski handed out the July income statement summary. All the finances are on target with the budget.

*Post Stay Survey Results 2<sup>nd</sup> Quarter 2010* – Ms. Janiszewski gave an overview of the results.

Supervisor Hawkins asked for an explanation on the negative discharge process comment. Ms. Janiszewski explained it was a case of a family unhappy with the fact that their family member went to the hospital. She did not see a system problem, it was more the family's emotional reaction.

Supervisor Grant asked if it was a situation where patients need to be discharged from the hospital for at least one day before returning. Ms. Janiszewski explained that it usually is an issue with insurance companies and not Medicare.

Correspondence – There were no correspondences.

Announcements – There were no announcements.

Next Meeting Date – The next meeting is tentatively scheduled for September 22, 2010 at a time to be determined.

Adjournment – **On motion and second by Supervisor(s) Hawkins/Ingersoll, Chair Grant adjourned the meeting at approximately 3:29PM. Motion carried 5-0.**

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Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

**Walworth County Executive Committee**  
**Monday, August 16, 2010 – 8:30 AM**  
**Government Center - Elkhorn, WI**  
*Draft Minutes*

Chairman Weber called the meeting to order.

Committee members in attendance included Chairman Weber, Vice Chairman Kilkenny and Supervisors Brandl, Hawkins and Russell. A quorum was declared.

Others in attendance included Supervisor Kathy Ingersoll; Tammy Dunn and Kathy Seeberg of the Walworth County Visitors Bureau; Nicole Andersen, Deputy County Administrator – Finance; Bruce Bradshaw, Visitors Bureau Board President; Marilyn McGair of Marketing Images; John Delaney, Assistant Jail Administrator; Mike Schmitz, Jail Administrator; Kurt Picknell, Undersheriff; Dave Graves, Sheriff; Kevin Williams, Emergency Management Director; Sandra Henderson, FEMA; Linda Seemeyer, Health and Human Services Director; Kim Bushey, County Clerk; Michael Cotter, Deputy Corporation Counsel/Land Use and Resource Management Director; Steve Koch, Attorney; Diane Boyd, Sugar Creek Town Clerk; and, David Bretl, County Administrator/Corporation Counsel.

**Agenda approval.** Supervisor Russell requested the item pertaining to approval of a grant application for the CY 2011 DWI Court Training Initiative being considered prior to continuation of the jail study. The agenda was approved as revised on motion and second by Supervisors Brandl and Russell by a 5 – 0 vote.

Approval of the July 13, 2010 and July 19, 2010 executive committee minutes was moved and seconded by Supervisor Russell and Vice Chairman Kilkenny and carried 5 – 0.

**Public comment period.** Steve Koch, Attorney, appearing on behalf of the Town of Sugar Creek concerning the Community Development Block Grant, asked if he would be permitted to speak during discussion of the item on the agenda. Chairman Weber confirmed with Corporation Counsel Bretl that this would be permissible.

**Ongoing/unfinished business**

Community Development Block Grant – Emergency funding, Hazard Mitigation Program (2008 flooding). Kevin Williams, Emergency Government Director and Sandra Henderson with FEMA reported on two cases, one in which they are awaiting an inspection on the property. One more invoice needs approval. Work totaling \$44,177.19 was completed on the property. The homeowner needs to install smoke detectors to complete inspection. The other case involves potential purchase of a home on Lake Waundawega with mold issues that made the house uninhabitable. Another home has leakage problems and the contractor will need to return for additional work. There is one invoice from an environmental company pending. The Town of Sugar Creek has requested procurement of a fifth home using FEMA funding. Kevin Williams said if funding is not forthcoming, the Town would need approximately an additional \$26,000 from the county's CDBG fund. He indicated there is no decision needed at present on this matter. The Town does not have an award document for the additional funding. Karen Stone of the state CDBG agency does not have

other immediate funding sources to assist the Town but will try to assist the county to complete both projects, said Williams. The Town does not have enough funding remaining to complete both projects. Steve Koch, attorney representing the Town and Diane Boyd, Sugar Creek Town Clerk, were in attendance to discuss the properties. The Township obtained funding and purchased three completely uninhabitable homes. The town is awaiting approval concerning another property and wants to purchase an additional, fifth home. Boyd and Koch asked that the executive committee wait until Sugar Creek hears from the State concerning potential additional funding. Three of the destroyed/uninhabitable homes in the Town will become parks for the Town. Sugar Creek had originally applied for \$134,000. Three of the five homes on properties in Sugar Creek Township met the low income requirement. Supervisor Russell requested an update next month regarding home and living situations of the homeowners whose properties were destroyed. Chairman Weber asked whether any of the invoices that have been received for work on properties in Sugar Creek is in critical need of being paid. Lt. Williams said none were critical. It is certain there is not enough funding to complete the remaining two projects. The committee did not take any action concerning this item. The next executive committee agenda will include an update concerning State funding availability for the town.

**Approval of grant application for the CY 2011 DWI Court Training Initiative.** Mr. Bretl explained that the Criminal Justice Coordinating Committee (CJCC) has moved forward with obtaining information concerning grant funding for drug and alcohol court training, making this an appropriate topic of discussion for the executive committee. Bretl reviewed the committee's original jail study outline schedule. All of the meetings have been open to the public; however, the original schedule including a public hearing, which more actively solicits input from the public, stated Bretl. One final component Mr. Bretl suggested was a complete fiscal impact of any jail construction. The "bricks and mortar" cost for jail alternatives, currently included in the County's capital improvement projects budget, is over \$10 million. Chairman Weber attended the August 13 CJCC meeting that Mr. Bretl also attended and learned about Milwaukee County's methodology for jail alternatives. At present, jail staff do not have a good analysis of the Walworth County jail population, which is supposed to be conducted by the Pretrial Justice Institute (PJI), said Mike Schmitz. The PJI will be conducting its analysis of a five-year period from 2004 – 2009, based upon data provided by the jail, said Schmitz. As of August 16, 2010 there are 212 inmates being held at the county jail, about 50 % of which are pre-trial detainees (about 106 inmates), higher at present because of the Phish concert over the past weekend (drug arrests), stated Schmitz. Twenty-eight percent of the jail population is convicted drunk drivers; another 11% are drug offenders. Of the pre-trial detainee/inmates, it is not known how many are already serving sentences on other violations, have probation holds, etc. The results of the PJI study will show what percent of the jail population might benefit from jail alternative programs. Sheriff Graves asked if funding for jail alternatives is not included in the 2011 budget, could the county wait an additional year to do something about the overcrowding. Chairman Weber asked County Administrator Bretl if the District Attorney and circuit judges are "on the same page." Bretl said they are, more than ever before in the past. They have agreed to proceed with seeking grant funding for DWI training. In terms of the county's budget process, funding is being moved out at least an additional year to 2012. The question is whether the committee needs to await results of the PJI study of the jail population to have meaningful information upon which to make an informed recommendation. Supervisor Russell expressed

concern about not including any money in the 2011 budget for a drug and alcohol court as well as pre-trial programs. Originally \$50,000 was planned for architectural studies in 2011. Vice Chairman Kilkenny said he was not clamoring for a new jail and recognizes that jail staff is awaiting input from outside organizations. He stated that he supports moving jail study money from the sheriff's budget to the County Administrator's budget, putting the money at the administrative level, allowing more flexibility for how and when it is spent. It is always presumed when violators are convicted that victims want offenders locked up for the maximum sentence. If the county does not have enough of its own resources to provide pre-trial assessments and services, could Walworth County partner with another county? Mr. Bretl stated he would be shocked if the county's jail population is not comprised of at least some inmates who would be good candidates for jail alternative programs. Supervisor Russell said it seemed to her like the committee is spinning its wheels and it doesn't seem that we are much closer to a solution or recommendation than when the committee began its jail study. Mike Schmitz agreed that the process has been slow. He said that when it began meeting, the CJCC did not seem to approach work based on every component as a part of the whole. The committee began with a vision and implemented the C.A.T.E program. The pre-trial issues and alternative programs are huge, said Schmitz. Historically, in Walworth County, the courts and district attorney's approach have been to sentence those convicted without the option of alternative programs. If jail alternatives are available, will the courts avail themselves of such alternatives, based on sentencing guidelines? Philosophically, in Walworth County, the approach has been that anybody who is arrested should be locked up, with no jail alternatives considered. Jail staff said that extracting data from the county's computer system is difficult. Mr. Bretl stated that analyzing jail population data is a time critical issue. Over the past nine to ten months, there has been a significant decline in jail population, not only in Walworth County but also in Wisconsin, in general, said Graves and Schmitz. It was noted that could change again. Once the DWI grant is approved, training would not take place until April or May of 2011 and in reality, drug court could not viably be implemented until sometime in 2012, said Schmitz. Mr. Bretl indicated that Judge Kennedy stated he would be willing to offer his time, on a voluntary basis, to operate the drug and alcohol court after he "retires" from the bench. Supervisor Russell said she would like to see the CJCC meet every month. She does not think the public wants the county to simply table the jail study; they also do not want the County Board to approve any new capital projects. People do not want criminals who are still in need of rehabilitation released into the community. Supervisor Kilkenny again said he would like to see money for the jail study moved into the administrator's budget, under Mr. Bretl's jurisdiction, giving him the flexibility to allocate the funding where it is needed. Kilkenny stated that he feels that is the only way to go.

Mr. Bretl proposed the following options in regard to the jail study:

1. Keeping the study going and reviewing information, on a periodic basis, as information from the Pretrial Justice Institute's analysis becomes available.
2. Awaiting the outcome of the DWI court training grant and then deciding how to proceed.
3. Concluding the study. The committee could choose to solicit public comment at a hearing in October and a recommendation from Sheriff Graves could be scheduled for November. The committee could then conclude its study and provide recommendations in December to the full County Board.

Supervisor Kilkenny asked if the judges could be invited to provide direct input to the executive committee since they are at the “head of the conveyor belt.” Supervisor Weber stated he feels the committee is at a good point but the horizon seems far enough off, as the committee awaits information and analysis, to preclude continuing to hold monthly meetings to study the jail and alternatives. He asked Mr. Bretl when he thought it would be productive to have all of the players in the same room at a meeting concerning jail alternatives. Supervisor Kilkenny stated he would prefer to have just the judges attend an executive committee meeting to be asked for input. Mr. Bretl clarified that they can be invited but cannot be required to attend. Supervisor Hawkins stated agreement with Kilkenny. Mike Schmitz said District Attorney Koss has addressed the committee in his capacity as chair of the CJCC but has not been asked for input from his perspective as District Attorney. Supervisor Ingersoll stated that she had asked, about 4 – 5 months ago, why there couldn’t be a committee within a committee, i.e., having representation from the executive committee, sheriff’s office, district attorney, the bench and public defenders study jail alternatives. She indicated that from her perspective, it doesn’t seem like any one group is dedicated to studying the jail. Mr. Bretl explained the history of the CJCC. Its original charge was to study the jail and alternatives to incarceration. Whenever the cycle again reverses itself and the jail population spikes, there will be too many inmates in the jail and the county will be faced with what to do about overcrowding. **Supervisor Russell moved to follow the schedule suggested by Mr. Bretl. Supervisor Kilkenny suggested the following amendments to the motion: 1) inviting the judges and district attorney to meet with the executive committee relatively quickly, and 2) approving the CJCC’s DWI court training grant application. Supervisor Hawkins seconded the motion, as revised. The committee voted 5 – 0 in support.**

(At 9:45 AM, the committee took a brief break.)

The committee reconvened at 9:55 AM.

### **Appointments**

**Community Action, Inc. of Rock and Walworth Counties.** Supervisors Russell and Hawkins moved and seconded County Board appointment of Administrator Bretl’s nominee, Royce Debow. The motion carried 5 – 0.

**Consent items.** Supervisors Brandl and Russell moved and seconded approval of both of the following expense claims; the motion carried 5 – 0.

- a) Supervisor Stacey’s reimbursement requests (2) totaling \$34.00
- b) Richard Kuhnke’s reimbursement request (WRRTC meeting & mileage) in the amount of \$115.00

### **New business**

**Update report from Walworth County Visitors Bureau.** Kathy Seeberg, Visitors Bureau Executive Director and Tammy Dunn, Group Services Manager were in attendance along with Marilyn McGair of Marketing Images, the Bureau’s public relations and marketing firm. Ms.

Seeberg provided 2010 Visitors Bureau Travel Guides to the committee and reviewed a Power Point presentation. Highlights of the presentation included the following: since 2006, there has been almost a 100% increase in Visitors Bureau membership. The Visitors Bureau now offers free Wi-Fi. The Circle Wisconsin regional meeting recently was held in Walworth County, with many other counties attending. The group is a clearinghouse for local events. Throughout the summer, the Bureau is open on Saturdays. Since moving to its new location, drop-in visitation has dramatically increased. CTM Brochure Distribution has marketed the Bureau in the Chicago area, and the Bureau is on Facebook and Twitter. They follow a marketing plan and contract with a professional marketing and advertising firm. Everywhere the CSI (free) publication is distributed, the Visitors Bureau guide is available. CTM is distributed throughout the I-94 corridor at Chicago businesses. Requests for information included 20,290 visits to the Visitors Bureau website. The Bureau was on a Google “adwords” campaign; the ad was seen 397,000 times. Marilyn McGair brought samples of the advertising conducted over the past year. German Fest 2010 was a unique opportunity and occasion for promoting Walworth County in the Southeast Wisconsin region as well as throughout the state and region. The public relations firm tracks and measures the effectiveness of ad campaigns throughout the year. The “mystery tours” offered by the Bureau are very popular. Tammy Dunn explained the activities that participants enjoyed during a mystery tour this summer, which included almost every attraction in the county. Supervisor Russell asked if there is any definable way to actually track and quantify the amount of money visitors spend in the county. Ms. Seeberg stated that the revenue varies from industry to industry. The Bureau is beginning to conduct research that is more specific. Seeberg conducted a survey of those who participated in the Country with Character campaign in the fall of 2009; the results were positive. The research will target specific seasonal events in the county, said Seeberg, and the Bureau is attempting to partner with local municipalities to participate in research and surveys of the success of tourism events. The committee discussed the popularity of the annual dairy breakfast. Angling the Great Lakes was an episode on a television series that the Bureau participated in. The Bureau created the promotional video, which was received about three weeks ago. Many venues have contacted the Bureau and requested to use the video to promote Walworth County to visitors who frequent their business. The Bureau applied for and received a GEM grant in the amount of \$38,000, to be used for research concerning “branding” the county. The marketing firm is taking the lead on this project. Bureau staff attended the State Fair on Friday, August 13 to promote the county and survey attendees about visiting the county. The third year of “Country with Character” completed successfully with approximately \$70 - \$80,000 funding from the State of Wisconsin. The Bureau has applied for grants four consecutive years and been awarded all. In a cooperative marketing effort, the Bureau is partnering with *Wisconsin Trails* magazine. Individual parts of each page are sold to local advertisers. The Visitors Bureau gets a page banner ad and local businesses can run an ad for half the regular cost. Supervisor Kilkenny requested clarification regarding the branding research. The grant money to research branding will be unique to Walworth County and not tied to any State branding initiatives, with a focus on originality, said Bureau staff. During the State Fair in 2009, 1,100 people registered to win a free tour in Walworth County and those people now receive Visitors Bureau information. Bureau staff attended all three days of the recent 2010 German Fest. Every business member of the Bureau was represented through informational brochures during the festival. The focus of the Bureau’s efforts has been to bring local businesses together “under one umbrella.” Tammy Dunn said

there were visitors from all states throughout the country. To date, Ms. Dunn has worked with 112 groups and group leaders at trade shows. Approximately \$550,000 in revenue has been generated through group services. Attendance at trade shows in Platt City, Iowa was very successful in promoting tourism in Walworth County, stated Ms. Dunn. Circle Wisconsin arranges tours on a state level. Since the State closed all of its welcome centers, the Visitors Bureau has had more visitors. The marketing and communications firm will continue to work with the Bureau and the plan will be followed. The Bureau likely will again apply for funding in year two and three of the branding research project. The Visitors Bureau plans to bid on providing services for the 2012 Aglow conference. Walworth County has been chosen as a finalist in the bidding process. The group market expands the tourist season and generates additional revenue in the county. This market is important because those who are undecided will oftentimes visit someplace based upon an ad they see. Music by the Lake at George Williams College is a huge event every year, which the Bureau promotes. The marketing firm is paid \$3,200 per month. Supervisor Kilkenny asked why, if the Bureau is successful in promoting its members, isn't it more successful in getting municipalities like Fontana to give its room tax dollars to the county. Sometimes a local chamber of commerce may confuse their efforts with the focus of the Visitors Bureau, said Ms. Seeberg. Kilkenny spoke to the value of advocating biking in the county and promoting the county as a biking friendly community for day trips, weekend trips, etc. Ms. Seeberg stated she would love to get a grant to be able to expand biking trails in Walworth County. The Visitors Bureau Board has held strategic planning meetings to discuss tactics for expanding this market, although she said bikers spend the fewest number of dollars in the county.

**Ordinance Amending Chapter 15 of the Code of Ordinances Relating to Smoking Prohibitions in the Workplace.** Supervisors Brandl and Russell moved and seconded recommending County Board adoption of the ordinance. The motion carried 5 – 0 without any discussion.

**Ordinance Amending Chapter 38 of the Walworth County Code of Ordinances Relating to Wisconsin's Indoor Smoking Ban.** Supervisors Kilkenny and Hawkins moved and seconded support of adopting the ordinance. The motion carried 5 – 0.

**Discussion and recommendation concerning Walworth County massage license ordinance.** Mr. Bretl had provided the section from State Statutes pertaining to state licensure of massage therapists. The statute is broad and seemed not to address zoning issues. The County's massage license ordinance should comply with state law. One option is to leave the current ordinance on the books. The ordinance does not allow regulating a business that is already governed by state law. Any county ordinance should state that a person who is state licensed is permitted to perform massage in an area of the county appropriately zoned. There should be a registration and code of conduct for massage therapists who are not licensed with the State. The third aspect would be the premises of massage services, e.g., business establishments that employ both state licensed and non-State licensed practitioners, such as the Abbey Resort in Fontana. If resorts choose to employ both, they should regulate the activity that occurs at their facility but be subject to compliance with County zoning regulations. As a regulatory scheme, if there were a non-State licensed massage therapist, the county could regulate that individual and regulate the

conduct, i.e., what types of services they offer. The County ordinance would regulate massage services in unincorporated areas of the county. Supervisor Kilkenny expressed concern about recommending an ordinance without knowing the potential impact. Mr. Bretl recommended eliminating the current ordinance sections pertaining to individuals who are state licensed and simplifying the ordinance pertaining to massage therapists who are not state licensed.

**Supervisor Kilkenny moved drafting an ordinance revision for review at the September executive committee meeting. Undersheriff Picknell expressed support of Mr. Bretl's proposal for amending the ordinance. The motion was seconded by Supervisor Russell and carried 5 – 0.**

**U.S. Department of Housing & Urban Development (HUD) Sustainable Communities Regional Planning Grant.** Supervisor Russell had requested the executive committee review this matter. The grant deadline is the end of August. SEWRPC is requesting endorsement of the county to apply for this grant, which if awarded, would assist the Commission in updating and extending its long-range regional land use and transportation plans over the next couple of years. There is no fiscal match requirement of the county. Supervisor Russell clarified with SEWRPC staff that they are not requesting any additional funding from partners in the 7-county region. Their membership fees will be used for the grant match if the highest of the amounts were awarded. **Supervisors Brandl and Russell moved and seconded support of an endorsement from the executive committee; the motion carried 5 – 0.**

**Discussion and possible recommendation regarding redistricting and County Board size.** Supervisor Russell said that because five Supervisors expressed they are not in favor of upsizing the board, she recommended placing the matter on file. Vice Chairman Kilkenny said the public seems confused and thinks a larger board is mostly a matter of cost, and there is widespread confusion among the public regarding the issue of citizen representation. He said it is unfortunate that Supervisor Grant's request was misrepresented in comments made at the County Board meeting by Brett Strong. Kilkenny stated he always felt that a 25-member board was fine and eleven is working well. He does not see any benefit to increasing the size at this point. Mr. Bretl stated that given the way this issue transpired, he recommended placing the matter on file. Downsizing increases competition for seats just for one election. It might be more productive to direct efforts at considering what the county can do to make the job of County Board Supervisors run more smoothly. Supervisors need to address sustainability of the organization, e.g., consideration of meeting times and length, insofar as encouraging more interest among the public in serving on the County Board. Supervisor Kilkenny said perhaps consideration of committee restructuring and smaller committees would be a possibility. Supervisor Russell said she would not be in favor of smaller than five-member committees. Supervisors Brandl and Russell moved and seconded placing on file the matter of County Board size. **The motion carried 5 – 0.**

**Reports/announcements by Chairperson.** Chairman Weber said he had no reports or announcements.

The next meeting date was confirmed for September 20, 2010.

**Claims and litigation.** On motion and second by Supervisors Brandl and Russell, the committee convened in closed session pursuant to the exemption contained in Section 19.85 (1) (g) of the Wisconsin Statutes, “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,” relative to the items listed below. All members voted “aye” to convene in closed session.

- a) Notice of Lawsuit and Request to Waive Service of Summons and Complaint – United States of America v. Joseph A. Caravette, et al.
- b) Summons & Complaint – Marianne Armaganian vs. Walworth County.
- c) Notice of Claim of Luther Bell.
- d) Request to join town board of review litigation as *amicus curiae*.

The committee reconvened in open session, on motion and second by Supervisors Russell and Hawkins, and took the following action relative to the above-referenced agenda items:

**Supervisors Hawkins and Brandl moved and seconded proceeding as discussed in closed session. The motion carried 5 – 0.**

**Management contracts.** The committee convened in closed session, on motion and second by Supervisors Hawkins and Brandl, pursuant to the exemption contained in Section 19.85 (1) (e) of the Wisconsin Statutes, "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session," relative to the item(s) listed below. All committee members vote “aye” to convene in closed session.

- Discussion and possible action concerning extension of County Administrator’s employment contract
- Discussion and possible action concerning extension of contract for Michael Cotter as Deputy Corporation Counsel

At approximately 12:20 PM, the committee reconvened in open session, on motion and second by Vice Chairman Kilkenny and Supervisor Hawkins, and took the following action concerning the above-referenced closed session matters: **Supervisors Russell and Kilkenny moved and seconded proceeding as discussed in closed session. The motion carried 5 – 0.**

**Adjournment.** Chairman Weber adjourned the meeting at 12:20 PM on motion and second by Supervisors Kilkenny and Brandl.

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Respectfully submitted by Suzanne Harrington, administrative assistant to the Walworth County Administrator. These minutes are subject to approval of the committee.

## Walworth County Board of Adjustment

### MINUTES

August 11, 2010 - Hearing – 9:00 AM

August 12, 2010 – Meeting – 9:00 AM

County Board Room

Government Center – Elkhorn, Wisconsin

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A hearing and decision meeting of the Walworth County Board of Adjustment was held on August 11 & 12, 2010, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on August 11, 2010, were Chair John Roth, Vice-Chair Mark Bromley and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. Those present on August 12, 2010, were Chair John Roth, Vice-Chair Mark Bromley and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance.

The August 11, 2010, hearing was called to order by Chair John Roth at 9:00 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Mark Bromley motioned to approve the agenda as printed. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. Mark Bromley motioned to approve the July 14 & 15, 2010, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Ann Seaver motioned to recess until 9:00 A.M. on Thursday, August 12, 2010, in order to view the properties in question. Seconded by Mark Bromley. Motion carried. 3-favor, 0-oppose.** The August 11, 2010, hearing adjourned at 9:45 A.M.

On August 12, 2010, at 9:00 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Mark Bromley. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Mark Bromley motioned to adjourn until the September 8, 2010, hearing at 9:00 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The August 12, 2010, decision meeting adjourned at approximately 9:25 A.M.

Two variance hearings were scheduled and details of the August 11, 2010, hearings and the August 12, 2010, decisions are on a recorded disc which are on file and available to the public upon request.

#### **New Business – Variance Petitions**

Disc #1 Hearing - Count #9:02:30 – 9:22:33 / Disc #2 Decision – Count #9:00:47 – 9:03:37

**The First Hearing** was Kyle D. Dembny, owner – Section(s) 8 – Delavan Township

Applicant is requesting a variance from Section(s) 74-44 / 74-51 of Walworth County's Code of Ordinances – Zoning to permit the location of a barn.

**REQUIRED BY ORDINANCE:** The Ordinance requires a 100' setback for structures used for housing animals.

**VARIANCE REQUEST:** The applicant is requesting an approximate 50' and 65' side yard setback for an existing structure. The request is a variance from Section(s) 74-44 / 74-51 of Walworth County's Code of Ordinances -- Zoning to permit the location of a barn.

**BOARD OF ADJUSTMENT DECISION:** The Walworth County Board of Adjustment, during the meeting on August 11 & 12, 2010, for the petition of Kyle D. Dembny, owner, voted to **DENY** the request for an approximate 50' and 65' side yard setback for an existing structure.

**A motion was made by Ann Seaver to deny the variance request. Seconded by Mark Bromley. Motion carried. 3-favor 0-oppose**

**BOARD OF ADJUSTMENT FINDINGS:** The Board found the hardship to be self-created as the owner was aware of the 175' parcel width at the time of purchase. The Board found no unnecessary hardship as the owner was made aware when the zoning permit for a storage building was approved September 26, 2006, that agricultural animals are prohibited in the structure and structures that provide shelter to animals are required to meet a 100' setback from all lot lines. The Board found no unnecessary hardship as the owner has use of the property for a permitted purpose. The Board found the variance request to be a large increment of relief and to approve the variance request would set a precedent. The Board found to approve the variance request would cause harm to public interests. The Board found the variance application did not meet the qualifications necessary for granting the variance request. There were five letters of support and one person spoke in support. One person spoke in opposition.

**The owner / applicant shall contact the Walworth County Land Use & Resource Management Department immediately to bring the property into compliance with the requirements of the Walworth County (Shoreland) Zoning Ordinance.**

Disc #1 Hearing - Count #9:22:34 -- 9:44:55 / Disc #2 Decision -- Count #9:03:38 -- 9:11:34  
The Second Hearing was Arthur A. Verick, Jr., owner / Rochelle Verick, applicant -- Section(s) 4 -- East Troy Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 / 74-232 of Walworth County's Code of Ordinances -- Shoreland Zoning to permit the location of a deck.

**REQUIRED BY ORDINANCE:** The Ordinance requires a 44.45' shore yard setback (average), a 3.1' side yard setback for a deck (established) and a 3.7' side yard setback for a deck (established).

**VARIANCE REQUEST:** The applicants are requesting a 27.3' shore yard setback, a .7' side yard setback and a 3.3' side yard setback for a deck. The request is a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 / 74-232 of Walworth County's Code of Ordinances -- Shoreland Zoning to permit the location of a deck.

**BOARD OF ADJUSTMENT DECISION:** The Walworth County Board of Adjustment, during the meeting on August 11 & 12, 2010, for the petition of Arthur A. Verick, Jr., owner / Rochelle Verick, applicant, voted to **APPROVE** the request for a 27.3' shore yard setback, a .7' side yard setback and a 3.3' side yard setback for a deck.

**A motion was made by Mark Bromley to approve the variance request. Seconded by John Roth. Motion carried. 3-favor 0-oppose**

**BOARD OF ADJUSTMENT FINDINGS:** The Board found to approve the variance request would provide the necessary ingress / egress for the patio doors. The Board found the request to be a small increment of relief. The Board found the original plans for the house from 1979 had footings shown for a deck. The Board found to approve the variance request would not cause harm to public interest as the deck will be rebuilt in the current footprint. One person spoke in support. There was no opposition.

#### **Other**

- A. Discussion / possible action regarding Board of Adjustment procedures  
The Board members received a copy of the procedures of the Board of Adjustment. Board members were advised they had the option to update the procedures. Direction was given to staff by Chair John Roth to investigate the feasibility of and the ramifications of changing the start time of the Board of Adjustment meetings.

#### **Staff Reports**

- A. Court cases update
  - 1. Lauderdale Lakes Lake Management District – La Grange Township  
Board members received a copy of the circuit court decision supporting the Board of Adjustment decision regarding Lauderdale Lakes Lake Management District – La Grange Township at the October 15, 2009, Board of Adjustment meeting.
- B. Distribution of reports, handouts and correspondence  
None

#### **Proposed discussion for next agenda**

The following items were requested to be put on the September 2010 agenda:

- A. Court cases update
- B. Discussion / possible action regarding Board of Adjustment procedures
- C. Distribution of reports, handouts and correspondence

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ANN SEAVER  
WALWORTH COUNTY BOARD OF ADJUSTMENT

These minutes are not final until approved by the Board of Adjustment at the next scheduled hearing date.





**DRAFT**

**Walworth County Board of Supervisors**

**Public Works Committee**

**MEETING NOTICE**

**Tuesday, August 10, 2010**

**Walworth County Government Center, County Board Room 114**

**100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Russell called the meeting to order at 5:15 p.m., with the following members present, to wit: Kathy Ingersoll, Nancy Russell, Joe Schaefer, and Russ Wardle. Supervisor Rick Stacey was absent with excuse.

**Others present:**

County Board Supervisors:

Rich Brandl; Jerry Grant; Carl Redenius and David Weber

County Staff:

Shane Crawford, Deputy County Administrator-Central Services; Assistant Public Works Superintendent John Miller; Purchasing Division Manager Peggy Watson; County Administrator David Bretl; Deputy County Administrator-Finance Nicki Andersen; Linda Seemeyer, Director of Health and Human Services and Dr. David Thompson, Deputy Director of Health and Human Services

Members of the Public:

Scott Kramer-Plunkett Raysich Architects; Shirley Grant

**Supervisors Schaefer and Ingersoll moved to approve the Agenda as presented. The motion carried 4-0.**

**Approval of June 14, 2010 meeting minutes**

**Supervisors Schaefer and Wardle moved to approve the June 14, 2010 meeting minutes as prepared. The motion carried 4-0.**

**Public comment period**

No one in the audience asked for recognition from the Chair to speak.

**Ongoing/unfinished business**

**Correspondence from the Association for Prevention of Family Violence concerning use of space at the Government Center**

Crawford recommended the committee receive the correspondence and place it on file. The Association for Prevention of Family Violence (APFV) is no longer interested in leasing space in the vacant portion of the west wing at the Government Center. There is still one group interested in the land at the county campus for a children's center, Crawford added. District Attorney Phil Koss will present an update at the September committee meeting. County Administrator Bretl said since the initial appeal from Children's Hospital, the Joy to the World Foundation, APFV and the Walworth County Alliance for Children, a variety of events occurred and a couple of the interested entities have withdrawn.

**Bid award for cold storage conversion project**

Crawford explained that the architect and staff were able to value engineer approximately \$71,000 out of the proposed project. In addition, Plunkett Raysich Architects agreed to donate any services beyond the initial \$250,000 project amount. Crawford said that per committee directive, staff and the architect examined the specifications and developed workable options to save money on the project without compromising the final product. The floor elevations were revised to raise the floor to accommodate drainage without having to unearth the tie bars holding up the building. This is a savings of \$24,000.

County crews will do the excavating instead of contracting for those services, a savings of \$10,000. Another \$29,500 will be saved by using an expanded style insulation as opposed to extruded. If the committee wishes to proceed with the conversion, Crawford recommended awarding the contract to Tri-North Builders, Inc. Crawford said the existing budget is \$255,000; however, as presented at the last meeting, the cost difference can be made up through use of existing departmental funds, i.e., state insurance refund, salt storage revenue, sale of surplus equipment, etc., which will be presented in a budget amendment at the next Finance Committee meeting. **Supervisors Wardle and Ingersoll moved to award the contract for the Public Works cold storage conversion project to Tri-North Builders, Inc., in the amount of \$378,775.00 (which includes the base bid and Alternate #1), contingent upon Finance Committee approval of the budget amendment to fund the project. The motion carried 4-0.**

### **Regular Business**

#### **Bid award for motor fuel**

**Supervisors Schaefer and Ingersoll moved to approve the pre-qualified vendor list for unleaded and diesel fuel for the proposed one-year contract amount of \$625,800. The motion carried 4-0.**

#### **Bid award for Health and Human Services and Public Works door project**

Crawford said combining the two door projects helped attract favorable pricing. **Supervisors Wardle and Ingersoll moved to approve the bid award in the amount of \$94,613 for the Public Works and Health and Human Services Center door replacement project. The motion carried 4-0.**

#### **Repairs to bridge on CTH G**

Crawford said the bridge on CTH G over Honey Creek was struck by a vehicle and will need repairs. The bridge was built in the 1940s and will have to be brought up to State Department of Transportation standards when it is repaired. As the bridge is over a creek, the Department of Natural Resources is also involved in the process. The mandates of both Departments could significantly impact the cost. Chair Russell asked if grant funding might be available for the bridge and Crawford said he would investigate that possibility.

#### **Change order requests**

##### **Government Center thermal curtain wall project**

The change orders are below the threshold requiring approval by committee. GC-CW-004 was for \$1,731 and GC-CW-005 was for \$380.

##### **Government Center roof replacement**

GC-NR-001 in the amount of \$(37,874) is a credit out of the contract amount for owner direct purchases, which saved tax dollars. **Supervisors Ingersoll and Schaefer moved approval of change order GC-NR-001 for \$(37,874). The motion carried 4-0.**

#### **Capital project summaries**

No action required on this item.

**Next Public Works Committee meeting date and time: Monday, September 20, 2010 - 4:00 p.m. (appeals to Administrator's 5-year CIP)**

#### **Adjournment**

**Supervisors Schaefer and Ingersoll moved to adjourn. The motion carried 4-0, and the meeting concluded at 5:34 p.m.**

Minutes recorded by Becky Bechtel, Public Works Department

*Note: Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.*

**Walworth County Human Resources Committee**

**MINUTES**

July 21, 2010 – 3:00 p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

*Draft*

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The meeting was called to order at approximately 3:06 p.m. by Chairperson Ingersoll.

Roll call – In attendance were Chairperson Ingersoll, Vice Chairperson Grant, Supervisors Redenius and Wardle. Supervisor Brandl was excused. A quorum was declared.

Others present – Supervisors Nancy Russell, Dan Kilkenny, Dave Weber; David Bretl, County Administrator; Suzi Hagstrom, Labor/Employee Relations Director; Nicki Andersen, Deputy County Administrator – Finance; Dale Wilson, Payroll/Benefits Manager; Shane Crawford, Deputy County Administrator – Central Services; Aimee Hemmer, Accountant; Kurt Picknell, Undersheriff; David Graves, Sheriff; Bernie Janiszewski, LHCC Administrator; Linda Seemeyer, LHCC Superintendent/HHS Director; Tracy Moate, Director of Special Education; Yolanda Cruz Chamberlain, United Way Board of Directors; Vicki Jacobs, United Way Executive Director.

Vice Chairperson Grant and Supervisor Wardle moved and seconded moving item 8d up to immediately follow item 6 and approving the agenda with that change. The motion carried 4 – 0.

Approval of the June 1, 2010 and June 16, 2010 Human Resources committee minutes was moved and seconded by Supervisor Wardle and Vice Chairperson Grant. The motion carried 4 – 0.

Public comment period – There was no public comment.

Continued discussion and possible action regarding market study on MX Pay Plan.

Hagstrom explained that last month, staff had provided an analysis of the Sheriff's Office information. Bretl stated that the county subscribes to a listserv of counties throughout the state. Both Rock County and St. Croix County are doing the same kind of work and encountering the same kind of difficulties with the vendors. It is very tedious work. We are concerned that we would not get information from the vendors that we could use/want. After the last meeting, Hagstrom took the Sheriff's Office analysis back to the vendor to ask if they could get us that information. None of the vendors could give us 100% of what we were looking for. The vendor we have worked with previously quoted us \$9,000, and the other vendor quoted us \$20,000. Bretl is not convinced that we would be getting the information that we are looking for from either of the vendors. Hagstrom discussed this with Crawford, who had completed similar market studies in his previous employment. While they did not think they could complete the study in time for 2011 budget preparation, they thought that it could be completed by December 1<sup>st</sup>. They feel it would be best to do the study in-house.

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Vice Chairperson Grant questioned what impact this would have if it is not completed in time for the budget. Bretl explained that the remedy for any disparities is likely a longer term project than can be completed in a single budget year. If, for example, the study finds that someone should receive a 10% increase, there are ways to go about implementing that. The public would, likely, not be pleased with providing larger “catch-up” raises given the present economy. Hagstrom added that the market study had last been done three years ago. Chairperson Ingersoll was concerned that asking Crawford and Hagstrom to do this would take away from their normal duties. She questioned if they would have to be compensated for this extra work. Bretl stated that they are salaried employees, so they would not be compensated any more than their usual salary. They would, however, still be eligible for mileage reimbursement related to this. Supervisor Russell feels that we will get a much better response with more accurate information from our comparables if someone from the county does the study. She was confident that they had gotten accurate figures for the Sheriff’s Office analysis. She feels this is the way to proceed. Supervisor Russell questioned if it would be possible to get similar information from the private sector in the future. He suggested that perhaps we could try to come up with that data to compare it to the public sector.

**Vice Chairperson Grant and Supervisor Wardle moved and seconded having Crawford and Hagstrom proceed with the market study with a deadline of December 1, 2010. The motion carried 4 – 0.**

Amendment to Chapter 15 of the Code relating to employee reimbursements. Bretl explained that this item has been on the finance agenda for several months now. The ordinance had been distributed to the HR committee at last month’s meeting. Vice Chairperson Grant mentioned that items b and c on page 5 seem very similar, and he suggested eliminating one of them. Bretl agreed that sections b and c could be combined. Those sections were from the old ordinance and had not been changed. Supervisor Wardle stated that he was agreeable to the whole ordinance, but he questioned why we have to pay for civic memberships. Bretl explained that this section is fairly new. He is a proponent of this. He feels that it is very beneficial to have employees involved in civic organizations. Employees usually participate in meetings, etc. during their lunch hour or after work. County staff can disseminate information to the public at these meetings. The board had approved reimbursement for civic memberships. Bretl was not sure that any employees have been submitting for reimbursement for their civic memberships. Vice Chairperson Grant asked about which employees are members. Bretl stated that Sheila Reiff, Michael Cotter, Connie Woolever, Kim Bushey, among others, are involved in civic groups such as Kiwanis. Chairperson Ingersoll asked if the employees are paid for their time away from the office related to the civic membership. Bretl explained that the ordinance applies to salaried workers. If an employee is participating in some activity with their group during work hours, the employee is comping that time. This is different, however, than if an employee attends a meeting as a speaker; that is something for their job.

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**Vice Chairperson Grant and Supervisor Wardle moved and seconded approving the amendment to Chapter 15 related to reimbursements. The motion carried 4 – 0.**

Amendment to Section 15-17 of the Code relating to clerical positions in Public Works.

Hagstrom explained that the employee who had been in the Clerk III position in Public Works recently took a position in another department. They would like to eliminate the full-time Clerk III position and increase the administrative secretary position from 0.75 FTE to 1.0 FTE. This will save the county over \$50,000 per year.

**Supervisor Wardle and Vice Chairperson Grant moved and seconded approving the amendment to Section 15-17 relating to clerical positions in Public Works. The motion carried 4 – 0.**

Amendment to Sections 15-357 and 13-359 of the Walworth County Code of Ordinances Relating to Special Pay for Certain CDEB Employees. Chairperson Ingersoll had received a call from Tracy Moate letting her know that she could not make it to today's meeting. Hagstrom explained that Moate had been two lump sums in the budget for this special pay. At the end of the school year, the Department of Public Instruction (DPI) might require the school to take corrective action on an IEP, for example. From year to year, we don't know whether or not DPI will have any last-minute corrections that we need to make. Moate would like the Assistant Director and School Psychologist to be responsible for making these corrections when needed. The ordinance amendment would explain how they are to be paid. Moate is requesting that they be paid at 110% of their usual pay. These employees are not expected to work outside of their contracted schedules, and they could refuse to take on these extra hours. We are looking at an incentive for them to agree to do it. Outsourcing this would not be efficient because the person won't have any sort of relationship with the child and may not understand his or her needs. Vice Chairperson Grant asked how much they are paid per hour. Hagstrom stated that we would be looking and paying less than \$50 per hour for these two employees versus \$75 to \$140 per hour if we had to outsource. Supervisor Wardle felt that it is very important that the people completing the work know the child/family. Hagstrom reiterated that funds had been included in the budget for this, but the ordinance caps the amounts that could be paid out. Chairperson Ingersoll asked how many hours or days of work are anticipated. Andersen anticipated 10 days total for this summer. Hagstrom added that the portion of the ordinance pertaining to special education aides is simply codifying something that we already do. Supervisor Russell had a problem with compensating the employees at 110%. She did not understand why a professional person should be paid more than their salary to do work outside of their schedule. Bretl stated that he had taken a second look at this as well. He explained that those in education are contracted to work for a certain amount of days. This is a different arrangement than other salaried employees in the county and is fairly standard, statewide, for school administrators. After they have worked those days, their obligation has been met for the year. Chairperson Ingersoll asked if Moate has had problems getting the employees to agree to do this work. Hagstrom explained that this is actually the second year that these employees have been

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doing this. Andersen added that the employees have not been paid yet for the work done this year. Bretl explained that we had budgeted a sum of money, but we didn't have set guidelines on how it was paid out. Hagstrom had come up with the 110%. Moate had originally wanted the money to be paid out at her discretion. Bretl added that at an alternative, we could add extra days on to their contracts. The arrangement being proposed is "pay as you go," which may end up costing less than adding the days into the contract. Chairperson Ingersoll suggested that the committee hold off on making a decision until they can speak to Moate. Vice Chairperson Grant did not have a problem with the 110%. He added that regular employees would want time and a half for overtime. With teachers, his experience has been, if you want them to work extra, you pay them for that. Hagstrom stated that the committee could postpone voting on this until next month or wait until the end of the meeting to see if Moate had arrived and could explain it further.

**The committee did not take any action at this time.**

Resolution to Implement Changes in Wages and Benefits for Certain Casual Employees.

Hagstrom explained that these casual positions have counterparts in the Union. In order to keep their pay comparable to their counterparts, we have to have the committee approve an increase by resolution.

**Vice Chairperson Grant and Supervisor Wardle moved and seconded approving the resolution to implement changes in wages and benefits for certain casual employees. The motion carried 4 – 0.**

Discussion and possible action regarding United Way campaign. Bretl introduced Yolanda Cruz Chamberlain, United Way Board of Directors, and Vicki Jacobs, United Way Executive Director. Bretl explained that we had two United Way chapters in the county for many years – one in Delavan and one in Lake Geneva. Walworth County employees had participated in the United Way campaign, but it was not very successful. Written information was provided to employees without much follow-up. The two chapters recently merged. Bretl added that Volunteer Connection (formerly RSVP) recently needed emergency funding, and they received an appropriation from United Way. He feels that it is in the county's interest to try to promote charitable giving to United Way. If the committee is comfortable endorsing the United Way campaign, there would be some commitment in terms of employee staff time. Cruz-Chamberlain explained that she has been on the board for United Way since 1994. She was originally with the Lake Geneva United Way. Two years ago, the two organizations met to devise a plan to merge. This took some time to get in place, but as of November, the two organizations merged. They were pleased to hire Vicki Jacobs as their executive director. Jacobs explained that the next phase of United Way to stretch their influence and affect change. It is not about donors just giving money. They are looking at the long-term results of supporting agencies that can affect change. If the county is interested in supporting United Way, they could help them to get the word out to everyone in the county. United Way would be prepared to make it as easy for the county as they can to support the campaign. They will

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supply us with what we need to make it happen. Chairperson Ingersoll asked what territory they are looking to expand into. Jacobs stated that they support VIP and Volunteer Connection (they recently gave Volunteer Connection \$10,000 to help them continue to function). United Way is looking at new agencies who have requested funds from them. Their support grows as the campaign grows. Funding requests for 2010 exceeded \$200,000, and they expect that to be up to \$500,000 within the next few years. Vice Chairperson Grant asked what United Way is looking for the Board to do. Bretl stated that they could endorse the campaign and encourage employees to donate. Bretl added that United Way is an authorized check-off on payroll. He explained that when we did this in the past, we mailed out something to employees, and of the 1300 employees, only 4 or so donated to the campaign. Vice Chairperson Grant asked if an email to employees would be enough. Bretl said that is not enough; if we are going to do this, we need to do it right. Emails are easily ignored. Each department head knows best how to get information to their employees. Supervisor Russell is supportive of United Way. She ran the United Way campaign at a previous employer. She feels that a lack of understanding in how it works is one of the reasons why the campaigns are not always successful. Typically you can donate to a specific program through United Way. She pointed out that the administrative costs are very low. She encouraged the committee to move forward with this. Chairperson Ingersoll asked what the plan is for getting the information out to employees if the county chooses to endorse this. Bretl suggested perhaps inviting United Way to a department head meeting to discuss it since the department heads will know how best to communicate with their employees. We can give this a shot and report back. Supervisor Wardle asked about the administrative costs. Jacobs stated they are around 4%. Cruz-Chamberlain explained that United Way now has a paid position, so the administrative costs are higher now, but they are looking to get grants, etc. to help with this. Supervisor Wardle felt that it would be beneficial to let people know how much money is actually going toward helping people versus how much is going toward administrative costs. He suggested more detail on their website to help build the level of trust people have with them. Jacobs stated that the website is brand new. Their fiscal year starts August 1<sup>st</sup>, and they hope to have updated information then.

**Vice Chairperson Grant and Supervisor Wardle moved and seconded supporting the United Way campaign. The motion carried 4 – 0.**

Provisions of an early retirement incentive pursuant to Section 15-555 of the Walworth County Code of Ordinances for one employee of the Sheriff's Office. Chairperson Ingersoll read the closed session language. Vice Chairperson Grant and Supervisor Redenius moved and seconded going into closed session. At approximately 4:08 p.m., the committee convened in closed session pursuant to the exemption contained in Section 19.85 (1)(g) of the Wisconsin Statutes, "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." (Chairperson Ingersoll excused herself from the meeting at approximately 4:15 p.m.). At approximately 4:58 p.m., on motion and second by Supervisors Wardle and Redenius, the committee reconvened in open session.

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**Supervisors Wardle and Redenius moved and seconded proceeding as discussed in closed session. The motion carried 3 – 0.**

Chairperson Ingersoll returned at approximately 5:00 p.m.

Amendment to Sections 15-357 and 13-359 of the Walworth County Code of Ordinances Relating to Special Pay for Certain CDEB Employees. DISCUSSION CONTINUED. Moate explained that some of the administrative staff members are dedicated to the districts. They are still transitioning. Some are mutually serving the districts and the schools administrative staff members. Two administrative positions had been absorbed. This is where the stipends originated from. They had put in the stipends to help in reducing the FTE but still allow them to retain the resources needed to complete all necessary work. The administrative staff is contracted for 200 or 217 days. They do not work year round. She feels that they are already working beyond the scope of their contracts. She went to Hagstrom stating that yes, they are salaried employees, but they are not just working an extra two or three days. They are working sometimes 11 or 12 days beyond their contract. We need to be able to compensate them in some way. The question came up as to *how* to compensate them. It is not a blanket stipend. If they work “x” amount of days, they get so much per hour. If there was no stipend available, and no staff familiar with what needs to be done, they would have to contract out through CESA or another consultant to get the work done. This could cost up to \$140 per hour. We need to say that there is a threshold for how many extra days they are working. Moate did not feel that adding more days on to the contract was the way to go. She feels that 110% is reasonable. There are things that have to be done by a certain date to be compliant with DPI. Supervisor Wardle agreed with the need to have a certain amount of funds available. He did not agree with the 110%, however. He would agree to 100%. Moate feels that we need to give them the extra as an incentive. Because their contracts say 217 days, they could refuse to do the work. Vice Chairperson Grant asked if the employees knew how much they were going to be paid for the extra work. Moate said no they do not know how much, but they do know that they will be getting something. The stipends are for \$5000 and \$2500 for the two employees. Moate feels that they will get the work done because they are dedicated people, but they may not agree to do the work next year with no pay. Supervisor Dave Weber does not think Moate’s request is unusual or irregular. They have staff people who are familiar with the job to be done, the families, and the reporting. If they had to bring in outside people, there would be a learning curve. Supervisor Weber felt this was the best way to go. Supervisor Redenius asked if the extra work could be added to their contracts. Moate reiterated that at the end of the year, we get these corrections from DPI that have to be made. It is hard to predict what that extra work might be ahead of time. She added that these employees are not working typical eight-hour days. They are sometimes working 12-hour days to get the work done. Supervisor Wardle asked if the employees are reimbursed daily or hourly. Moate stated that it would be hourly with the requirement that the job be completed. It is a \$4 premium for the 110% compared to the 100%. She added that the maximum amount is already in the ordinance.

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**Vice Chairperson Grant and Chairperson Ingersoll moved and seconded approving the ordinance amendment as presented. The motion failed 2 – 2.**

Bretl stated that without approval of an ordinance amendment, he is not sure we have a way to pay these employees for the work they have done, so he suggested that the committee endorse a different methodology and forward it to the full board.

**Vice Chairperson Grant moved and Supervisor Wardle seconded approving the ordinance amendment with the reimbursement at 100% (rather than at 110% as presented). The motion carried 3 – 1. (Supervisor Redenius opposed).**

Chairperson Ingersoll had no reports or announcements.

The next meeting of the human resources committee was confirmed for August 18, 2010 at 3:00 p.m.

Adjournment. On motion and second by Vice Chairperson Grant and Supervisor Wardle, Chairperson Ingersoll adjourned the meeting at approximately 5:16 p.m.

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Respectfully submitted by Tammy Werblow, assistant to the county administrator.  
These minutes are subject to approval by the committee.

# **HONEY LAKE**

**Protection and  
Rehabilitation District**

**P.O. Box 565**

**Burlington, WI 53105**



Commissioner's Meeting

July 20, 2010

Chairman Lutz called the meeting to order at 7:03 P. M. at the Rochester Village Hall.

Commissioners present were John Lutz, Judith Correll, Gerald Schwarten, Roy Lightfield and Michael Weinkauf.

The minutes of the June 2010 meeting were read. A motion to approve the minutes was made by Roy Lightfield, seconded by Gerald Schwarten and carried.

The treasurer's report was read, copy attached. A motion to approve the report was made by Judith Correll, seconded by Gerald Schwarten and carried.

## **OLD BUSINESS**

Chairman Lutz contacted Jeff Johnson regarding the finishing of the Mewbourns property. Jeff removed the large stones, leveled the dirt and re-seeded. He also installed the manhole cover and seeded the area where the pipe was installed from DelMonte. Jeff also cut some trees for \$500.00 and hauled away brush that had been left for \$300.00.

Bienemann Tree Service cut an oak tree down by DelMonte Drive but never removed it. Chairman Lutz will meet with him on Wed. morning regarding the removal of the oak and also get an estimate for removing the trees by the north beach.

There has been no word from the DNR regarding the dam inspection.

Derek is supposed to be checking the drains everyday. When he hands in his time sheet it should be itemized as to how long it took him to do each task.

July 20, 2010 Page 2

Chairman Lutz sent the letter to the house on the corner of Hy. DD & W. Lakeshore Drive regarding the removal of a tree that they planted on district property. It was returned as undeliverable mail. Chairman Lutz hand delivered it to the house.

Arlene Avadian reported that we had eight hits on our website. She posted the annual meeting notices for the Honey Lake Improvement Assoc. and the HLPRD on the site.

We received a letter from Ken Mosher re-affirming the rates for his time fixing our equipment and for using his equipment. Small engine repair is \$40.00 per hour. Man hours of \$20.00 per hour and using his machines is \$40.00 per hour. Any other tasks we ask will be at \$12.00 per hour. The rates are the same as last year. A motion to accept the hourly rates from Ken Mosher was made by Michael Weinkauf, seconded by Roy Lightfield and carried.

Deputy Tony Castillo was in attendance. Mr. Kempken has removed his equipment that was outside his building. Deputy Castillo gave Mr. Ibarra a copy of the village ordinances.

We need to replace some stop signs around the area due to fading and missing and missing street signs.

The equalization pipe is working very well keeping Tahoe Lake full.

#### NEW BUSINESS

We have been notified that we can no longer have our meetings at the Rochester Village Hall due to the bathrooms not meeting the code of ADA. We will meet at the Rochester Public Library until further notice. Michael Kasprzyke was in attendance regarding the paving of Del Monte Rd. when we pave the section of Shervin where the pipe was put in. We will be getting bids on doing Shervin very soon and see how much money there is in the road fund.

An item for the annual meeting will be riparian rights as stated in the state statutes.

There is a new law regarding boats that are not cleaned off good when leaving a lake and could result in a ticket.

The bridge that goes across Sugar Creek is due to be replaced in 2011. As soon as there is any information we will pass it on.

BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$ 175.00
“ “	Judith Correll	\$ 150.00
“ “	Gerald Schwarten	\$ 150.00
“ “	Roy Lightfield	\$ 25.00
“ “	Michael Weinkauf	\$ 25.00
WE Energies	Del Rio Light	\$ 18.78
Cutting Edge Lawn Care	Mowing & Trimming 6-5 & 6-17	\$ 250.00
John Lutz	Reimb. Priority Letter/hip boots/supplies	\$ 90.74
Gary Schumacher	Picnic Tables & new roof on shade structure	\$ 800.00
Custom Grading	Pipe project, final bill	\$ 3,550.00

A motion to approve the bills was made by Michael Weinkauf, seconded by Roy Lightfield and carried.

A motion to adjourn, subject to recall, was made by Michael Weinkauf, seconded by Gerald Schwarten and carried at 8:10 P. M.

Respectfully submitted,



Judith Correll

Secretary, HLPRD

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HONEY LAKE DISTRICT TREASURERS REPORT

For The Month of July 2010

**District Regular Checking**

07/01/2010 Balance.....		\$	17,181.16
Interest 07/31/2010		\$	0.12
			<u>0.12</u>
		\$	17,181.28
<b>Checks:</b>			
3687 Kenneth Moser	Reimb. Weedwacker Parts-Elco-Mtd	\$	47.05
3688 Kenneth Moser	Reimb. Weedwacker Parts-Mtd		19.25
3689 Postmaster	400 2 44cent Forever Stamps		176.00
3690 John Lutz	Commissioners Compensation		175.00
3691 Judy Correll	Commissioners Compensation		150.00
3692 Gerald Schwarten	Commissioners Compensation		150.00
3693 Roy Lightfield	Commissioners Compensation		25.00
3694 Mike Weinkauf	Commissioners Compensation		25.00
3695 W E Energies	Del Rio Light		18.78
3696 Cutting Edge Lawn Care	Mowing & Trimming 6/5 & 6/17		250.00
3697 John Lutz	Reimb. Letter & Maintenance Supply		90.74
3698 Gary Schumacher	4 Picnic Tables & South Beach Covering		800.00
3699 Custom Grading	Flume Project-Final Payment		3,550.00
3700 H L D Non-Sinking Fund	Transfer of Funds		<u>10,000.00</u>
		\$	15,476.82
			<u>15,476.82</u>
Balance on Hand July 31 <sup>st</sup> 2010.....		\$	<b>1,704.46</b>

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**District Payroll Account**

07/01/2010 Balance.....		\$	4,305.32
Interest 07/31/2010		\$	0.05
			<u>0.05</u>
		\$	4,305.37
Deposit	Transfer from Regular Checking		2500.00
Check			<u>2,500.00</u>
		\$	6,805.37
1174 Kenneth Moser	Wages 06/27 to 07/10	\$	574.76
1175 Derek Koenig	Wages 06/27 to 07/10		251.48
1176 United States Treasury	Form 941 2 <sup>nd</sup> Quarter		314.66
1177 Kenneth Moser	Wages 07/12		18.47
1178 Derek Koenig	Wages 07/11 to 07/24		<u>175.46</u>
		\$	1,334.83
			<u>1,334.83</u>
Balance on Hand July 31 <sup>st</sup> 2010.....		\$	<b>5,470.54</b>

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**District Non-Sinking Fund**

07/01/2010 Balance.....		\$	24,204.55
Interest 07/31/2010		\$	0.20
			<u>0.20</u>
		\$	24,204.75
Deposit	Transfer from Regular Checking		10,000.00
			<u>10,000.00</u>
Balance on Hand July 31 <sup>st</sup> 2010.....		\$	<b>34,204.75</b>

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**County Board Executive Committee  
Monday, July 19, 2010 – 10:00 AM**

**County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin  
*Draft Minutes***

Chairman Weber called the meeting to order.

Committee members in attendance: Chairman Weber, Vice Chairman Kilkenny and Supervisors Brandl and Russell. A quorum was declared. Supervisor Hawkins was absent.

Others in attendance: Supervisor Grant; Kurt Picknell, Undersheriff; Kevin Williams, Emergency Management Director; Sandra Henderson, representative of the Federal Emergency Management Agency (FEMA); Mike Van Den Bosch, Interim Vice President, Walworth County Economic Development Alliance (WCEDA), Inc.; Richard Gruber, WCEDA Board Member representing Mercy Health System Corporation; Kim Bushey, County Clerk; Connie Woolever, Register of Deeds; Nicole Andersen, Deputy County Administrator – Finance; Maureen Vandersanden; reporter for Southern Lakes News; John Delaney, Assistant Jail Administrator; John Orr, Information Technology Director; Linda Seemeyer, Health and Human Services Director; Jeffrey and Kenneth Pritz, 772 Main Street, Lake Geneva, Wisconsin; Kim Howarth, WCEDA President; Mike Olsen, 423 E. Centralia, Elkhorn, Wisconsin; and Bill Henry, Kehoe, Henry & Associates architectural firm.

Agenda approval was moved and seconded by Supervisors Brandl and Russell, moving the communication from County Administrator Bretl concerning future County support of WCEDA to follow the public comment period. Supervisors Kilkenny and Russell moved and seconded approval of the agenda as revised. The Brandl/Russell motion carried 4 – 0; and, the Kilkenny Russell motion carried 4 – 0.

Approval of June 14, 2010 executive committee minutes was moved and seconded by Supervisors Brandl and Russell. The motion carried 4 – 0.

Public comment period. Kim Howarth, WCEDA President, inquired as whether public comment would be permitted under the agenda item relative to County support of WCEDA. Chairman Weber indicated it would.

**New business.**

**Communication from County Administrator concerning future County support of Walworth County Economic Development Alliance (WCEDA), Inc.** Mr. Bretl's letter to the Board, included in the committee agenda packet, began the referral process. He stated his preference was normally not to make recommendations concerning funding of any program(s) in advance of the normal, annual budget cycle and review process. The letter stated that he has historically discouraged committee votes regarding funding specific programs prior to the annual September County Board meeting, for the reasons stated in his letter. While ascribing to that general rule, said Bretl, he indicated he was proposing the Board make an exception to discuss the future County

commitment to WCEDA, primarily because it is integral to the operation of the organization. Furthermore, two additional factors, as stated in Mr. Bretl's letter, persuaded him to recommend discussion by the executive committee and the Board preceding the September County Board meeting: the organization is currently searching for a new executive director; and, choosing not to fund WCEDA in 2011 will definitely impact their ability to pay the new director. In addition, at least one other municipality in the county had indicated that it would likely base its funding decision on whether the county remains financially committed to WCEDA. Mr. Bretl requested the committee discuss continued financial support of WCEDA and make a recommendation to the full Board, to be considered at the August 10 County Board meeting. Supervisor Russell disclosed that she was requested and had accepted an invitation to serve on the WCEDA executive director recruitment committee. She indicated that it was her understanding, from consulting with legal counsel, that serving does not preclude her voting concerning continued County support of WCEDA. Kim Howarth, WCEDA President, stated he had served as WCEDA's president for the past year and a half. During his tenure with WCEDA, the Board thought they had complied with direction from the executive committee, County Board, Extension office, and Workforce Development Board. He stated that he felt WCEDA has attempted to be a good business partner with Walworth County elected officials, and he humbly requested continued financial support from the Walworth County Board. All other counties are working hard to create and retain employment in their counties by supporting economic and business development, said Howarth. Most importantly, stated Howarth, the WCEDA Board has tried to be a good partner and adhere to the executive committee's guidance through restructuring of the WCEDA Board, and its leadership and management. There are not enough good paying jobs to retain the young workforce; many college graduates are moving away from Wisconsin to work elsewhere. Economic development vision, sustainable growth and good jobs are the goals and mission of the WCEDA Board of Directors, now comprised of eighteen individuals who are respected in the community and represent all of the various sectors of the economy in Walworth County, said Howarth. He reviewed the list of WCEDA Board members and sectors of the Walworth County economy represented on the Board. Howarth stated that WCEDA Board members give a lot of their time and commitment to the organization's mission. At recent economic summits attended by County businesses, there was a consensus: businesses want WCEDA to be their voice where it concerns economic development. Mike Olson of West Side Machine (in the band instrument industry), 423 E. Centralia, Elkhorn, stated that he has been involved with WCEDA since its inception. His small business has been family-owned for 65 years. West Side Machine was barely making it, said Olson. He, like others, has laid off employees just to survive. WCEDA provided funding to help him continue operating. Because of the funding, he did not have to sell his house, stated Olson. He recently signed a new business contract because of assistance from WCEDA. He stated he could not share information about the contract because of confidentiality. Jeffrey Pritz, 772 Main Street, Lake Geneva attended today's meeting in full support of WCEDA. He and his father, Ken Pritz, were referred to WCEDA by the bank. Some months ago they opened a business to assist individuals to learn how to use computers to streamline their business. Mr. Pritz said he has five employees. With construction costs and keeping their business running, he has concerns on pay days, he said. He requested \$15,000 in assistance—working capital—from WCEDA. He received an email indicating WCEDA could not help him because his business had just received a \$25,000 business loan from the bank. Ken Pritz has dipped into his IRA to keep the business afloat. Mr. Pritz said Mike Van Den Bosch, WCEDA Interim Vice President, has been helpful but Pritz stated his opinion that more attention needs to be paid to the internal workings of the Walworth County Economic Development Alliance, Inc. Comparing WCEDA and Walworth County to Milwaukee and its economic development

group, said Pritz, revealed that Walworth County is a technologically under-served area. For example, people must drive an hour any direction out of the county to find technical support for Apple computers and software, said Pritz, who stated that his business needs a little more working capital to be successful. He indicated his comments were offered in support of WCEDA and continued County funding of the organization; however, he said he feels the WCEDA Board needs a representative from “main street America,” the one voice lacking on the WCEDA Board, in Pritz’s opinion, to give a better “voice” to the organization. Bill Henry of Kehoe, Henry and Associates, 25 N. Wisconsin Street, said he has been involved with WCEDA for the past couple of years. His business was founded 20 years ago. Some of his clients include school districts and the public sector. Henry stated that WCEDA has helped to attract businesses and homeowners from places as far away as North Carolina and as close as Kenosha. Businesses have located in Walworth County, and individuals have purchased homes in Walworth County; all are now taxpayers. Henry spoke in support of continued County funding of WCEDA. Steve Fedig stated his business address as 25 Foundry Road in Darien, Wisconsin. Tankcraft Manufacturing has two locations and operates fuel and heavy duty tank equipment, some for military applications. Most employees are factory workers. Plasticraft Corp., an OEM vendor, makes products for other companies, some of which are under disclosure agreements and can’t be discussed, said Fedig, who stated he does not support continued County funding of WCEDA. He said is not in favor of government funding economic initiatives or attracting business from out of the county, stating it is too difficult to measure their success. He thinks that clearer goals by WCEDA are needed. If County support is continued, WCEDA needs to provide support to business in navigating the bureaucratic system to secure support for business operations. Building codes and permitting processes are problematic. Fedig believes start-up funding should be coming not from the government but from the market and economy itself. Economic development grant funding and financial assistance (loans) are short-term solutions. The county has spent over \$400K since WCEDA’s inception in 2005, said Mr. Fedig. An ultimatum or performance measures need to be established by the county, if it chooses to continue providing funding. Richard Gruber, Mercy Health Corporation Vice President, introduced himself and stated his address as P.O. Box 5003 and Mineral Point Ave., Janesville, WI. Mr. Gruber was recently appointed as one of the new WCEDA Board members. He attended the economic summit previously mentioned, which grew into a group of 300 different people in the county. Two or three critical visions were developed, including retaining and attracting new business. Gruber stated that every segment of industry in the county is represented on the WCEDA Board, focused on a single voice and single vision across the county. It is impossible to approach the County Board, because of WCEDA’s history, without necessary changes, said Gruber. The economic summit group “packaged” ideas that local businesses are committed to. Mercy Health chose to partner with WCEDA on the terms of the economic summit group, one of which is accountability, said Gruber, who stressed the summit and WCEDA Board’s agreement for a single vision and voice. Mr. Gruber, who said he has spent 25 years in public sector service, expedites approval processes for Mercy Health. He urged continued County support and funding of WCEDA. Supervisor Kilkenny addressed an earlier statement by Kim Howarth indicating that not supporting WCEDA is not supporting growth in the county. For the past four to five years, said Kilkenny, he has heard statements made about accountability, which he believes was not forthcoming. He noted problems with the previous executive director, Fred Burkhardt, including not withholding employee taxes from the payroll, and paying penalties for failing to file. WCEDA shows a current balance of \$15,000 on a bad loan, said Kilkenny. Regarding economic development being funded by taxpayers, Supervisor Kilkenny said he found that only 13% of taxpayers prefer to have the program funded by the county. He said he has been critical of WCEDA since its inception and made

predictions, which he feels have come about. The previous director's problems have infected the organization, he said. Kilkenny made reference to his email inquiry to WCEDA, dated July 14, 2010, requesting a current financial statement. He said it was not provided, and he was disappointed in the response that was sent by WCEDA. Supervisor Kilkenny said Mr. Howarth's responses do not answer Kilkenny's questions about financial statements, even if they are un-audited statements. Kilkenny said he does not find the answers convincing that funding has been spent accountably by WCEDA. Statements indicate considerable "in kind" services, from federal grant funding. Kilkenny expressed surprise concerning in kind contributions, which financial statements indicated had skyrocketed, Kilkenny thought probably because of promises made related to grant funding. Image Genie, an entrepreneurship established by the former WCEDA director's wife, was funded by WCEDA with federal grant money. Kilkenny finds this problematic, he said. He said on March 16, 2009, the executive committee placed WCEDA's business strategy on file and did not vote to support it. There were just four participants in an entrepreneurship training program offered by WCEDA, all of whom already had connections with WCEDA. The composition of the WCEDA Board is no help for "main street Americans," said Kilkenny, and not representative of the County population and general public. Kilkenny noted a credit card balance in the amount of \$1,800 on WCEDA's books and questioned how much of the federal grant funding had already been spent on the executive director's salary. WCEDA must continue to maintain the revolving loan fund for the federal grant and no longer has the administrative resources to do so. Kilkenny has, in the past, requested information which was not forthcoming, he said. He has been told the organization operates as a private entity. If that is the case, he said, WCEDA should neither be counting on nor receive public funding. Kilkenny stated that his views about the organization and its operations differ, philosophically, from President Howarth's. Development is not a competitive game, stated Supervisor Kilkenny, i.e., Wisconsin does not prosper because another state falters. Competing for federal dollars may be competitive; however, taxpayer funding is not essential to financial success [where it concerns economic development], said Kilkenny. Supervisor Kilkenny stated that he does not think WCEDA operations are essential to the success of economic development in the county and does not see how the County Board can continue to fund WCEDA or could fund any organization with a similar track record. Supervisor Russell stated the letter WCEDA sent in response to Supervisor Kilkenny's recent inquiry was done in good faith. By and large, they answered the questions Kilkenny posed as well as they could, said Russell. Why no current financial statement or balance sheet had been provided, she did not know. There was, she conceded, definitely a problem with the previous director. The WCEDA Board members give much of their own time, she said. Gateway Technical College's in-kind support of WCEDA is in providing use of the conference and meeting room at the college, which began at WCEDA's inception, stated Supervisor Russell. She expressed support of continued County funding of WCEDA for the next year, in the same amount as 2010 (\$50,000), to see what happens, closely watching the organization's progress under its new board leadership. Other counties in Wisconsin operate in-house economic development programs, which in the long run are far more expensive to fund (staff wages and benefits) than the model for economic development in Walworth County, stated Russell. Supervisor Grant stated that with the previous CEO now gone, he thinks the county could obtain a current financial statement upon request. Accountability is definitely better than in the past. Business is competitive, he stated, disagreeing with Supervisor Kilkenny. Grant stated his support of continued County funding of WCEDA for at least one more year. Kim Howarth told the committee that an up-to-date, approved financial statement would be provided to County officials by WCEDA staff by the close of business on July 19, 2010. Chairman Weber stated his business has not pursued financial support for economic development over 15 years in operation and is struggling

like other businesses. He has worked with the Walworth County Workforce Development Board, Joe Cardiff of the Lake Geneva Development Corporation and others vested in economic development. Prior to the formation of WCEDA, Inc., other economic development groups in the county agreed that there was no lack of manufacturing opportunities and space for industrial development. Leadership and a unified voice were lacking in regard to economic development in the county. The Kenosha Area Business Alliance (KABA) has assisted in promoting economic development in Kenosha County, said Weber. Walworth County depends on tourism and cherishes the vitality of agriculture. We need more vitality in business and industry, through a unified voice and force, Weber said, and compared economic development in Walworth County to a three-legged stool, precariously perched. A unified voice, through the WCEDA organization, is necessary, to continue to provide leadership and representation for businesses in the county. Weber stated his support of continued financial support of WCEDA from the county. Supervisor Kilkenny asked at what point would the Board *not* fund WCEDA and how long will the county allow WCEDA to go without producing any tangible results? Although WCEDA has been as successful as other in-house, county economic development programs, why should WCEDA's success be measured against those, asked Kilkenny. **Supervisor Russell moved approval of continued County funding of WCEDA in the amount of \$50,000, subject to County Board budget approval. Supervisor Brandl seconded the motion, which carried 3 – 1. Supervisor Kilkenny opposed the motion.** The committee's recommendation will be reported to the Board at the August 10, 2010 County Board meeting.

### **Ongoing/unfinished business**

**Community Development Block Grant – Emergency funding, Hazard Mitigation Program (2008 flooding).** Kevin Williams and Sandra Henderson were in attendance to request authorization, concerning case no. 0-03787, to pay for improvements and a sump pump. Ms. Henderson said concrete work completed and it was determined a second sump pump was needed in the house. They are anticipating less than \$2,000 to complete the project, which would be the last bill/expense to be presented to the committee on this particular project. There was a bill for unexpected tree cutting and removal that was required to make room for the mound septic system. Staff requested approval of an amount not to exceed \$2,000 for permits and corrections. **Supervisors Russell and Brandl moved and seconded approval of payment in an amount not to exceed \$2,000; the motion carried 4 – 0.** On case no.10-03786, Henderson and Williams requested authorization for additional funding to pay a bill for carpet cleaning for mold removal on basement rafters and throughout the home. The amount requested was \$100. **Supervisors Russell and Brandl moved and seconded approval of an amount not to exceed \$100; the motion carried 4 – 0.** Lt. Williams said the last case, previously discussed by the committee, was a property with serious mold problems. The proposal is for the county to purchase the house and then raze and take ownership/deed on the property. Staff requested committee permission to receive an additional \$100,000 emergency grant funds to complete work on the property. Staff will return with updates on property remediation. Supervisor Russell asked if the county would be locked into taking ownership of the property. Emergency Management Director Williams stated definitively “no” and clarified that committee approval would be *only* to receive state funding to complete work on the property. Supervisor Russell asked County Administrator Bretl his opinion about the advisability of the county taking deed to the property. Mr. Bretl stated that County ownership is always a last resort. Ms. Henderson said the house is uninhabitable. Supervisor Russell expressed concerns about possible asbestos abatement and past issues the county has experienced in this regard. Demolition

and asbestos treatment could be covered by the funding, stated Henderson. Lt. Williams indicated there was \$10,202.21 in un-obligated funds in the Sugar Creek remediation account. Staff will provide additional updates in the future for committee discussion. Ms. Henderson indicated that it was her understanding the County would be able to keep any proceeds of the funding that remain after covering remediation expenses. **Supervisor Russell moved approval of proceeding with mold remediation on the above-described property and accepting the \$100,000 state funding, pending further updates. The motion was seconded by Supervisor Brandl and carried 4 – 0.**

**Continuation of jail study.** Committee Vice Chair Kilkenny requested the committee hold discussion regarding establishing a drug court in Walworth County. He stated that recently-elected Branch IV Circuit Court Judge, Dave Reddy, expressed support of a drug court, if funding is available and if it would save the county money in the long run, and if there is support for the idea by the other County circuit judges. Mr. Bretl stated that drug court is dependent upon a judge who is available and willing to facilitate a drug court, which would be dependent upon the particular judge's rotation and as well as support from the other circuit judges. Circuit courts in other counties support the operation of a drug court, e.g., in Rock County. The Walworth County Criminal Justice Coordinating Committee (CJCC) is a good conduit to explore the possibility of drug court and provide a report to the executive committee, said Administrator Bretl. Inclusion of the CJCC's findings would be important to include in the Executive Committee's findings and recommendations to the County Board when the jail study is completed. Supervisor Kilkenny asked Mr. Bretl if he knew what other counties had to do in order to implement drug court. He stated that he was not requesting staff do a lot of work, just "lay the roadwork." Chairman Weber said Kilkenny's request is timely considering the committee's ongoing jail study. At the July 9 CJCC meeting, subcontracted pretrial services were reviewed. Kilkenny stated that his focus is to determine what physical steps are necessary to achieve drug court implementation. Supervisor Weber said implementation could be complicated, involving staff of Health and Human Services (HHS), the Sheriff's Office and circuit court judges. County Administrator Bretl noted that care must be taken, during the process of establishing a drug court, to respect all positions that are involved in its operation. The County Board does not have authority to impose operation of a drug court in the county. As to developing a framework for the steps necessary to implement drug court and what steps were followed in other counties, the CJCC can be requested to obtain the information and provide it to the executive committee. Mr. Bretl indicated he was inclined to request the CJCC do this. If the answer provided is not to the committee's satisfaction, it can develop its own approach to obtaining the information. Supervisor Grant stated agreement with Mr. Bretl's suggestion and said he was not supportive of County staff spending any further time investigating this matter. Mr. Bretl suggested posing to the CJCC some questions to answer and the executive committee evaluating the CJCC's response at the August meeting. **Supervisors Kilkenny and Russell moved and seconded support of requesting the CJCC outline the requirements for establishing a drug court and provide the information to the executive committee for review in August. The motion carried 4 – 0.**

### **Appointments**

- a) Walworth County Housing Authority Board of Commissioners – County Administrator's nominations of Daniel J. Szczap and Gen Krahn-Reed. Vice Chairman Kilkenny expressed support of Szczap, with whom he is acquainted. Supervisor Brandl moved approval of both nominations being forwarded to the County Board for appointment. The motion was seconded by Supervisor Russell and carried 4 – 0.

- b) Walworth County Workforce Development Board/W-2 Community Steering Committee - nominations of twelve candidates. County Administrator Bretl said he placed in nomination the names of individuals recommended by the Walworth County Job Center. Support of recommending the County Board appoint the following individuals was moved and seconded by Supervisors Brandl and Kilkenny. The motion carried 4 – 0.

Saul Arteaga, Southern Wisconsin Interpretation/Translations Services; Joe Cardiff, Geneva Lake Development Corp.; Charles Colman, Colman Group, Inc.; Lisa Furseth, Community Action Agency, Inc. of Rock & Walworth Counties; Brianna Fox, SER Jobs for Progress; Michael O'Donnell, Gateway Technical College; Thomas Lothian, State Assembly; Representative; Marilyn Putz, Kaiser Group, Inc.; Nancy Russell, Walworth County Board of Supervisors; Penny Scheuerman, WE Energies; Cindy Simonsen, V.I.P. Services, Inc.; and, Eric Wentz, Better by Design, LLC

**Consent items.** Supervisors Russell and Kilkenny moved and seconded approval of the following expense claim reimbursements; the motion carried 4 – 0.

- a) Mileage reimbursement claim of Richard Kuhnke, County representative on the Wisconsin River Rail Transit Commission, in the amount of \$115.00  
b) Mileage reimbursement claim of Supervisor Stacey in the amount of \$17.00 for travel to sign zoning plats as County Zoning Agency Chairman

#### **New business (cont'd.)**

**Discussion and possible action regarding creation of Walworth County Land Information Council.** County Administrator Bretl explained that appointment of a land information (advisory) council is required by Wisconsin law. He distributed a memo to the committee outlining the creation of a County ordinance creating a land information council based on the statute and providing a variance, as well. He recommended the membership be comprised of the County Board Chair, Information Technology Director, Register of Deeds, Treasurer, LURM Director, IT department employee with GIS responsibilities, realtor, Sheriff's Office representative with emergency communications experience, county surveyor or a registered professional land surveyor employed within Walworth County and a town or municipal representative. Membership of these positions on the Council would be stated in the ordinance. Appointment of specific individuals to these positions would be subject to confirmation by the County Board. Mr. Bretl indicated it would be desirable for the Council to interface with the County budget review process. Any Council recommendation not included in the administrator's budget would be reported by the County Administrator to the Board. How much money is at stake was asked. Rich Colbert, Applications Supervisor for the Information Technology (IT) department, indicated the amount is \$500,000. IT Director John Orr recommended including Rich Colbert as "Land Information Officer" to fill the position calling for a member with GIS responsibilities. **Supervisors Kilkenny and Brandl moved and seconded County Board approval of the ordinance creating the land information council and recommended the following individuals for initial appointments:** Rich Colbert, Applications Supervisor, Information Technology Department; Jerry Kroupa, Keefe Real Estate; Kevin Williams, Emergency Management Director; Dr. Kurt Bauer, County Surveyor; Craig Workman, Director of Public Works, Village of Fontana. **The motion carried 4 – 0.**

**Communication from Governor Doyle regarding Walworth County's Homeland Security grant award totaling \$7,900 for a command vehicle public safety radio.** Approval to proceed with this grant request was authorized by the Executive Committee in April 2010. The county's only cost associated with the grant will be a programming fee to program the radio, said Lt. Williams. There is one police chief in the county who missed the opportunity to apply for the grant and wanted to know if the county could amend its grant to include his municipality. Sheriff Graves has not yet indicated how he would prefer to address this request. Williams asked if the committee had any objection to the county including the municipality in the county's grant award documents. Radio programming expenses would be borne by that municipality. The State has dictated who the vendor for the radios will be; the process for ordering and invoicing is very specific, said Williams. The two mobile radios Walworth County will receive will be placed in the county's Emergency Operations Center and communications division at the Sheriff's Office. Supervisor Russell asked how it would square with the county's reporting requirements to permit the municipality that missed applying for the grant opportunity to now be included in the county's grant. Lt. Williams said the State audit will consist simply of submitting information about the municipality to which the radio is being provided. **Vice Chairman Kilkenny moved approval of accepting the grant funding; the motion was seconded by Supervisor Russell and carried 4 – 0.**

**Finding Forward Coalition correspondence regarding a referendum to constitutionally segregate transportation user fees.** Deputy County Administrator Crawford explained that the Coalition is comprised of some counties that are collaborating to include ballot referendums concerning opposition to the State raiding the transportation fund. The Transportation Development Association, a publicly and privately funded group, is backing the Coalition. Supervisor Russell commented that there is a cost associated with placing a matter on a countywide referendum and there have been other more important issues that have not gone to referendum. Counties should not have to put such matters to a referendum, said Russell, because the State constitution specifies how funding should be spent. The State legislators should be responsive to counties when they voice opposition to something, e.g., the State raiding the segregated transportation fund. Supervisor Kilkenny moved support of a statewide advisory referendum on the ballot. He stated he was *not* supportive of placing the matter on a County ballot. County Clerk Bushey indicated that the November ballot would be the best time to put any issue before the voters and explained how the question would be posed on a referendum ballot. Following further discussion, Supervisor Kilkenny withdrew his motion. **Supervisor Russell moved to place the Finding Forward correspondence on file. The motion was seconded by Vice Chairman Kilkenny and carried 4 – 0.**

**Dodge County resolution to rescind the changes that were made to prevailing wage laws (Wis. Stats. sections 66.0903 & 103.49), effective January 1, 2010 and Outagamie County resolution no. 13-2010-11 – Support Repealing Changes to the Wisconsin Prevailing Wage Law.** Deputy Administrator Crawford indicated that counties are not doing [some] smaller capital projects because of having to pay a higher wage to workers, resulting from the state's changes to the prevailing wage law. There was a brief discussion. **Vice Chairman Kilkenny moved support of the County Board adopting an advisory resolution urging the State Legislature and the Governor to rescind the changes that were made to prevailing wage laws (Sections 66.0903 and 103.49, Wis. Stats.), effective January 1, 2010 by enactment of the 2009-2010 State biennial budget. Supervisor Russell seconded the motion, which carried 4 – 0.**

**Correspondence from Supervisor Grant concerning redistricting and County Board size.**

Supervisor Russell moved to proceed with a recommendation that the County Board increase the board size to fifteen. Supervisor Kilkenny seconded the motion *only* for the purpose of discussion. Russell provided committee members with proposed membership of a fifteen-member Board, which she stated she feels would better represent constituents. At present, there are questions concerning how well representation works when a town and village are represented by the same Supervisor, for example, given that the local governments can have opposing opinions on a particular subject, said Russell. People in the county have lost the feeling of being able to talk with their individual representatives, she said. The workload of County Board Supervisors has increasingly become an issue, one that has discouraged at least one good candidate from running for the County Board, said Russell. Supervisor Russell's proposed committee structure would have no more than five supervisors on each committee and require four to six hours over one or two days of *regular* committee time versus the current five to eight hours that are typical. The proposal addresses only the time actually spent at committee meetings and does not account for additional time preparing for meetings. Influence and time commitment, allocated as evenly as possible, were taken into account, said Russell. She thanked Administrator Bretl for the work he has done to ensure that all supervisors, whether newly-elected or incumbent, are provided the opportunity, through committee service, to have an equal influence on the County Board. A fifteen-member board is not excessive, said Supervisor Russell. Wisconsin Statutes provide that counties with a population less than 500,000 but at least 100,000 can have no more than 47 supervisors; counties with less than 25,000 residents and more than one township can have no more than 21 supervisors. Russell noted there is a short time frame between distribution of final Census numbers and the time a county board recommendation and redistricting plan is implemented. Supervisor Kilkenny stated the public vote on redistricting was not widely distributed across the county, i.e., not all districts weighed in equally on the issue. He would like to get more public input, he said. If the Board size is increased, compensation also should be changed, stated Kilkenny. On something that affects everyone, the Board should review the matter. He said he was not comfortable with the executive committee making a recommendation to the County Board. Supervisor Grant said ninety percent of the constituents in his district, following the election, indicated the downsizing referendum was not clear to them and they thought it was advisory only. They did not realize that downsizing would be mandatory based upon the referendum results. Supervisors cannot be concerned about district boundaries and should be most concerned about balancing the workload, said Grant. The county should encourage as many citizens as possible to run for a seat on the board. Too many people in the county have been restricted or discouraged from running for the county board because of the necessary time commitment, he said. Would a larger board solve the problem of expansive districts and proper representation, he asked; maybe and maybe not. There are no guarantees of balanced representation no matter how the district boundaries fall across townships, villages and cities in the county. Supervisor Brandl asked if Administrator Bretl and Deputy County Administrator Andersen could do some costing relative to four additional members on the County Board. Mr. Bretl acknowledged they could. Administrator Bretl urged supervisors to consider whether increasing from 11 to 15 would improve the significant workload that Supervisors currently have. Work on the County Zoning Agency, for example, is an incredibly time consuming commitment. In the long run, there would be problems, however, if supervisors only served on that committee because they would not become vested in all of the board's decisions, said Bretl. Supervisor Russell stated she was willing to forward the issue to the County Board for discussion without a recommendation. County Clerk Bushey stated that by March 2011 the board must establish guiding principles for any redistricting, to provide to the organization/vendor, such as the Southeastern Wisconsin Regional

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Planning Commission (SEWRPC), that would put together a redistricting plan. From that point, there are 60 days to draw district lines, in two 30-day increments, passing along the recommendations to the municipal units of government, stated Bushey. Walworth County has the benefit of having previously gone through the redistricting process, with the assistance of SEWRPC. Perhaps supervisors should simply discuss County Board size following the 2010 decennial census at the next county board meeting, without making a recommendation, and then address the matter more substantially at the September 2010 County Board meeting. If upsizing is not done as a result of the 2010 Census, it cannot be done for another ten years, said Supervisor Russell. **The committee consensus was to request a special order on the August 10 agenda for the Board to discuss County Board size following the 2010 decennial census, with the proviso that no recommendation be made at that time, permitting time for public input, and then taking up the matter more substantially in September.**

Chairman Weber said he had no reports or announcements.

The next executive committee meeting was confirmed for Monday, August 16, 2010 at 8:30 AM

**Claims and litigation.** The committee convened in closed session at approximately 12:25 PM, on motion and second by Supervisors Kilkenny and Brandl, pursuant to the exemption contained in Section 19.85 (1) (g) of the Wisconsin Statutes, "conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved," relative to the item listed below:

- a) Notice of injury - Patrick Krueger's minor child, SRK, and his parents, Patrick Krueger and Nancy Ezell vs. Walworth County Sheriff's Department.

The committee reconvened in open session at 12:40 PM, on motion and second by Supervisors Kilkenny and Russell. There was no action taken on the closed session item.

**Adjournment.** Chairman Weber adjourned the meeting on motion and second by Supervisors Kilkenny and Brandl.

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Respectfully submitted by Suzanne Harrington, administrative assistant to the Walworth County Administrator. These minutes are subject to approval of the committee.



**LAUDERDALE LAKES LAKE  
MANAGEMENT DISTRICT  
MINUTES of 7-17-10**

Meeting called to order by Chairman Mason, at the LaGrange Town Hall at 8:05 A.M.

- A. **Attendance:** Present: Chairman Mason, Wally Yandel, Jack Sorenson, Peter VanKampen, Rick Callaway and Nestor Dyhdalo were all present; Dorothy Burwell was excused.
- B. **Agenda:** Jack moved and Peter seconded a motion to accept the Agenda for the Meeting of July 17<sup>th</sup> 2010 the motion passed unanimously.
- C. **Minutes:** Rick moved and Peter seconded a motion to accept the Minutes of the June 5<sup>th</sup>, 2010 meeting, the motion passed unanimously.
- D. **Agenda item #4 Sterlingworth Bay Leak:** A lengthy discussion ensued about the leak which involved water flowing from the Sterlingworth Bay through the sub soil near or around the Sterlingworth Condominiums into the Honey Creek. A vortex was noticed in the Bay by the shore line and gravel uncommon to the area has been washed into the Honey Creek. A contractor working nearby was called to put a sheet pile blockade in near the area of the vortex. The Town and Frank Taylor have spent considerable time investigating the situation. They hired a sewer cleaning company to jet and video the drain pipes which drain the area into the Honey Creek. They also dug trenches looking for the line of flow; to date Frank stated that the Town has spent approximately \$30,000 on this investigation. The Town has contacted their attorney, who stated that if the grounds have been altered by a private party the responsibility rests with the existing property owners. It seems apparent that the leak is running near or under the Condominium buildings which were built upon the poor soils which were dredged when the Bay was formed. Frank stated that Danny Seymour had contracted Mann Brothers to do the original dredging of the Bay area. Jensen and Johnson was the engineer. They also contacted the County for information on the area. Apparently Tony Navalio the owner at the time of the dredging stated that the dredged land had only been intended to be used as a parking area and tennis courts but not for building condominiums. Apparently in digging to look for the route of the leak, newspapers and debris were found in the area of the fill. Frank stated that the Town feels that it is not responsible for the drainage of the road in the area as it has been altered by private property owners which have created this problem. Frank stated that the Town has notified the residents of the Sterlingworth Association. The Towns attorney will notify the Sterlingworth Associations attorney about the situation. Wally agreed to inspect the area for evidence of leakage on a weekly basis.

**E. Agenda item #6, Golf Course Water Tower:** Larry Meyers stated that his grandfather had designed the Lauderdale Golf Course and that his family would like to renovate the water tower and its surrounding area in memory of his Grandfather Bill Henry. They thought they would restore it aesthetically not functionally. Larry stated that they would like to install a commemorative plaque near the water tower to tell the history of the course. He also stated that they might consider a redesigned score card. Larry stated that his family would pay for the restoration and commemorative plaque. Wally made a motion which was seconded by Peter to support the concept of the restoration and to continue researching the requirements for restoring the water tower and the completing a full complete history of the golf course for such a plaque, the motion passed unanimously.

**F. Consider a contract to reroof the rental house:** The Lake District has received four bids for reroofing the rental home. One bid is still to come in. After discussion a motion was made by Peter and seconded by Rick to allow Chairman Mason and Peter the authority to hire a roofing contractor not to exceed \$15,000, the motion passed unanimously.

**G. Committee Reports:**

- 1.) County Report: No report.
- 2.) Town Report: No report.
- 3.) Septic Report: Wally reported everything is OK
- 4.) Insurance: No report.
- 5.) Weed Harvesting: Peter reported that the DNR weed permit was received July 8<sup>th</sup> fifteen days after the application and it is at work cutting weeds. He is working on training new cutters.
- 6.) Lake Ordinance Inspector: Peter reported that the District is working with the Town on the pier enforcement. One pier is currently being redone to comply.
- 7.) Clean Boat Clean Water: Peter reported that there has been a positive response to our administration of the program. Floyd is doing a very good job at the launch sites.
- 8.) Goose Roundup: Peter reported that we rounded up 81 geese.
- 9.) Water Patrol: Nestor reported that the Water Safety Patrol had a presence at the launch ramps over the July 4<sup>th</sup> weekend and it went smoothly.
- 10.) Treasury Report: Nestor reported that the audit has started.
- 11.) Web Site: No report
- 12.) Dam Report: No report
- 13.) Golf Course Report: Chairman Mason reported that we are having a good year and that the equipment is working properly.

**H. Closed Session:** Jack made a motion and Nestor seconded it to enter into a closed session. The motion passed unanimously.  
A motion was made by Wally and seconded by Jack to go back into the open session, the motion passed unanimously.

**I. 2011 Budget:** After a review of the 2011 budget line items, Wally made a motion seconded by Peter to accept the 2011 budget as reviewed, which is \$268,870 of expense, the budget passed unanimously.

The next scheduled Lake District meeting will be August 21<sup>th</sup> 2010.

A Motion for Adjournment was made by Wally and seconded by Nestor, the motion passed.

Respectfully submitted by,

Jack Sorenson, Secretary

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT  
MINUTES OF REGULAR MEETING  
July 13, 2010  
1:30 P.M.**

**CALL TO ORDER**

The Regular Meeting was called to order at 1:31 p.m. by Commissioner Logterman.

**ROLL CALL**

**Present:** Dean Logterman, Brandon Johnson, Ron Henriott, Thomas Eck, and Harold Shortenhaus

**OTHERS PRESENT**

Karla Eggink, P.E., Administrator  
Cindy Moehling, Assistant Administrator  
Susan Hartwell, Confidential Secretary  
Thomas Johnson, Collection System Service Manager  
Ron Altmann, Operations Manager  
Steven Scheff, Maintenance Manager  
Timothy Fenner, Axley Brynelson  
Steve Godfrey, Baxter and Woodman

**VISITORS COMMENTS**

None

**APPROVAL OF MINUTES OF REGULAR MEETING, June 15, 2010**

Commissioner Eck made a motion to approve the minutes of the Regular Meeting of June 15, 2010. Commissioner Johnson seconded and the motion carried.

**MOTION FOR CLOSED SESSION, UNDER WISCONSIN STATUTES SECTION 19.85(1)(g), STATS., FOR THE PURPOSE OF CONFIRING WITH LEGAL COUNSEL FOR THE DISTRICT WHO IS RENDERING ORAL ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE DISTRICT WITH RESPECT TO LITIGATION IN WHICH IT IS LIKELY TO BECOME INVOLVED.**

Commissioner Eck made a motion for closed session, seconded by Commissioner Henriott and roll call vote as follows:

Commissioner Eck	Yes
Commissioner Shortenhaus	Yes
Commissioner Logterman	Yes
Commissioner Johnson	Yes
Commissioner Henriott	Yes

The Regular Meeting adjourned at 1:33 p.m.

**RECONVENE INTO OPEN SESSION – ACTION, IF ANY, ON CLOSED SESSION MATTERS**

Commissioner Henriott made a motion to reconvene into Open Session at 2:03 p.m., seconded by Commissioner Johnson and roll call vote as follows:

Commissioner Eck	Yes
Commissioner Shortenhaus	Yes
Commissioner Logterman	Yes
Commissioner Johnson	Yes
Commissioner Henriott	Yes

No action was taken.

**ADMINISTRATOR'S REPORT**

Administrator Eggink presented the Administrator's Report that included:

1. Year 2010 Maintenance Projects Status Report. Discussion of County O easement. Administrator Eggink reported that assistance to acquire the easement is being sought from Attorney, Tim Fenner. Commissioner Henriott provided a brief history of Green Isle Development. After discussion, Administrator Eggink was given direction to work with Tim Fenner to acquire the easement.
2. WWTP Expansion Update. A July 1<sup>st</sup> meeting with representatives from Donohue resulted in agreement to punch list items and the final change order. A \$2000.00 credit will be granted to the contract.
3. Permit Compliance Update. Administrator Eggink presented that the District met 100% compliance for the month of June.
4. Staff Training Activities - Administrator Eggink presented the month training activities participated in by staff. The training activities included fire extinguisher training and training on the Darien Lift Station Controls.

**RECEIPTS AND DISBURSEMENT REPORT**

Commissioner Eck made a motion to approve the Receipts and Disbursements Report. Commissioner Henriott seconded and the motion carried.

**ACCOUNTS PAYABLE LISTING**

Commissioner Johnson made a motion to approve the Accounts Payable Listing in the amount of \$86,980.49. Commissioner Eck seconded and the motion carried.

**OLD BUSINESS**

**a. UPDATE ON SEPTEMBER 11, 2010 OPEN HOUSE**

Administrator Eggink provided a brief description of the planning and progress being made towards the September 11, 2010 open house.

**NEW BUSINESS**

**a. UNIFORM AND JANITORIAL SERVICES CONTRACT** After a brief discussion Commissioner Johnson made a motion to award an amount not to exceed \$3,783.00 for a uniform contract pending approval of the contract by Tim Fenner and a motion for G and K to be awarded the contract for janitorial services for an amount not to exceed \$1,240.80 per year. Commissioner Henriott seconded and the motions carried.

**b. APPLICATION FOR RENEWABLE ENERGY GRANT** Eggink informed the commission about the submission of a grant application to Focus On Energy, for a feasibility study.

**c. FUNDS AVAILABLE FROM THE SRF LOAN** Administrator Eggink outlined the remaining funds available from the SRF loan. A list of needed items was presented. After discussion Commissioner Eck made a motion to approve purchasing the needed items through the SRF program. Commissioner Henriott seconded and the motion carried.

**ADJOURNMENT**

Commissioner Eck made a motion to adjourn, seconded by Commissioner Henriott and the Regular Meeting adjourned at 2:52 p.m.

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Tom Eck, District Secretary

**APPROVED:** \_\_\_\_\_  
**PUBLISHED:** \_\_\_\_\_

# Wisconsin River Rail Transit Commission

X-Commission Mtg – Friday, 09 July 2010 @ 10am • Dane Co. Hwy, 2302 Fish Hatchery Rd, Madison, WI

1. Karl Nilson, Chair, called the meeting to order at 10:00 a.m.

2. Commissioners present for all or part of the meeting:

Crawford	Tom Cornford	X- Committee	X
	Rocky Rocksvold		X
	Vacant		
Dane	Gene Gray	Treasurer	X
	Jim Haefs-Fleming		X
	Forrest Van Schwartz	Advocate	X
Grant	Ivan Farness		
	Margaret Ruf	Secretary	X
	Robert Scallon	2nd Vice Chair	X
Iowa	Charles Anderson	X- Committee	X
	Gerald Dorscheid	Vice Treasurer	X
	Robert Zinick		

Rock	Ben Coopman	Alternate	
	Wayne Gustina		X
	Alan Sweeney	Vice Chair	X
	Terry Thomas		X
Sauk	Joel Gaalswijk		
	Rob Sinklair	Assistant Secretary	X
	Scott Alexander		
Walworth	Mary Krueger	Alternate	
	Jerry Grant		
	Richard Kuhnke	X- Committee	X
Waukesha	Allan Polyock		
	Karl Nilson	Chair	X
	Richard Manke		
	Fritz Ruf		

Others present for all or part of the meeting:

Amy Seebth (SWWRPC / WRRTC Administrator); John Oimoen, Leana Wall, Ron Adams & Frank Huntington (WisDOT); Ken Lucht (WSOR); Alan Anderson & Dick Goddard (Pink Lady RTC); Ronald Weberpal at 10:35 & Charles Sweeney and Pat Strachan at 11:05 (Crossing Requests).

3. Motion accepting Seebth's certification of Public Notice. *Dorscheid / Van Schwartz - passed unanimously.*

4. Motion accepting the Agenda, prepared by Seebth. *Kuhnke / Gustina - passed unanimously.*

5. Motion approving the draft May Minutes. *Van Schwartz / Rocksvold – discussion: Rocksvold requested that the minutes be changed to make note of his presence - passed unanimously.*

6. Public Comment – None

7. Correspondence & Communications – 1) Nilson passed a letter in which he was cc'd about Lake Forest (they want the Hiawatha to stop there) and a letter from Dick Goddard about the Sauk County bridge issue (sent to Virgil Kasper & Allan Anderson (Pink Lady RTC), Karl Nilson (WRRTC), and Marty Kruger (Sauk County)) 2) Nilson introduced Wayne Gustina, who is new to the Commission and represents the 12<sup>th</sup> district from Beloit, he used to be a railroad engineer), 3) Seebth updated the Commission that she had sent Spring Grove a letter per the Commission's decision in May and is working on sorting out their questions, 4) Terry Thomas said that Ken Lucht from WSOR invited himself and Al Sweeney to watch a rail car of continuous welded rail be unloaded. He thanked Lucht for that educational opportunity.

## REPORTS & COMMISSION BUSINESS

8. Wisconsin & Southern Railroad's Report on Operations – Ken Lucht, WSOR, reported on the following:

- *Monthly Maintenance Activities* – The WSOR weed control program on southern division has been entirely completed. During the last couple of months, WSOR has had the rail detector car out on Waukesha subdivision (they found hundreds of internal defects), and will have it on the Prairie du Chien Subdivision later this fall. MOW crews working in Elkhart Lake. In Sheboygan County they have a new customer, they are rebuilding siding and switch on Elkhart Lake. Reedsburg Sub had a lot of flash flood damage last week, WSOR is working on this.
- *Update on 2009 & 2010 Capital Rehab Projects* – WSOR invited the Commissioners to come see welded rail be laid starting Aug. 2<sup>nd</sup>. They will organize a time for the County Board and RTC to come out and will let folks know

when. They have staff in Milton today working on the turnouts. Last year they were awarded funding for 40,000 ties for Janesville to Monroe, they have 13,000 installed, with a daily production of 1200 ties. WSOR does not know yet what funding is available in 2010 and what projects will be funded. Their applications are in – they have applied for a Phase 2 welded rail project, a project in Waukesha to realign trackage, and funding on northern division between Plymouth and Saukville. Lastly, they have encountered service issues. Route wide they are hiring 15 people to help resolve these issues, they had to lay folks off in the past year, but are now working to hire. They are training new staff right now.

9. **WRRTC Financial Report**– Jim Matzinger, Dane County CPA / WRRTC Accountant was not present but he left copies of the Treasurer’s Report and bills.
  - **Motion acknowledging receipt of report, the Commission would like more detailed information next month-** *Dorscheid / Scallon – passed unanimously*
  - **Motion approving Payment of Bills as presented** – *Van Schwartz / Sinclair - passed unanimously*
10. **WRRTC Administrator’s Report** – Amy Seeboth, SWWRPC Transportation Planner, had no report at this time.
11. **WDOT Update** – Frank Huntington reported that the WDOT is in process of finalizing evaluation of FRIPP and FRAP loan and grant programs. They have about 30 million that will be awarded, he said that much of this will be on system in south. WisDOT has received about \$40 million in applications.
12. **Request that WRRTC apply for “TIGER II” funding for 2010 funding cycle for “shovel-ready” projects in Dane, Rock & Walworth Counties.** WSOR submitted rail projects to officials for TIGER 1 – first phase of economic stimulus and it was not awarded. Since then, WSOR has been keeping alert on potential funding for shovel ready projects. TIGER 2 is one such funding source and is due at the end of August. WOSR has been talking with Rock county about these projects, most shovel ready projects are in or near Rock County. The County has agreed to submit an application on behalf of these investments in Rock County. The applicant must be a public unit of government. Their total application is \$55 million dollars for 33-35 miles of track upgrading. This price is high as they will have to use federal and state prevailing wage requirements. Lucht thanked the Rock County delegates for helping WSOR on this. WSOR will work on securing the necessary 20% local match. The WDOT grant program may be eligible to make up 80% of that 20% match.
13. **Approve Annual Insurance BID from Richgels-Schaefer Agency Inc.**
  - **Motion to approve annual insurance bid from Richgels-Schaefer Agency Inc.** *Sweeney / Van Schwartz – passed unanimously*
14. **Report on ARRA High Speed Rail Public Meeting– Commissioners Gray and Van Schwartz** - In June, Van Schwartz and Gray attended a WDOT open house meeting on the eastside of Madison. This was the first public WDOT meeting on this topic. The presentation was well done, he said. A lot of the discussion centered around the location of the Madison station. Most of the comments involved not putting the Station downtown, but putting it at the airport instead. Close to 100 people were present at the meeting. Van Schwartz had some concerns with how open the corridor is on the east side of Madison and that some operation life savers need to be sent out there. The meeting was at Olbrich Park, there was another one at East High School a couple of weeks earlier. The next meeting will be at the end of this month in Madison, exact date and location tbd
15. **Update, discussion and possible action regarding passenger rail service between Madison and Milwaukee** - John Oimoen presented to the RTC. Oimoen thanked Ron Adams and Leana Wall for making this project a success so far. Oimoen gave the project background: The Midwest Rail Initiative began working with Amtrack in 1996. Goals were to provide efficiencies, revenues, speed within corridors and be good stewards of funding. Hub of passenger rail for the Midwest is in Chicago. This rail being discussed is high speed intercity rail, not commuter rail. Wisconsin was the only state in this initiative that was awarded nearly all the ARRA funds that they requested. . They plan that the rail service between Madison and Milwaukee will have six daily round trips, tickets are expected to cost \$22-30 one way. Initially speeds will be 79 mph, they expect to have the speeds up to 110 mph by 2016. Proposed stations are in Madison, Watertown, Oconomowoc, and Brookfield. The Madison Station location is 101 E Wilson Street and environmental assessment on that location is beginning right now. Transportation will also serve existing stations at the Milwaukee airport, Sturtevant, Glenview and Chicago. \$24 million has been allocated for all the new stations. WDOT has said that they will meet with any communities if reasonable to meet with the public to discuss these plans. As for the corridor, they are installing 106lb welded rail and concrete ties along the route. The estimated cost to build out this corridor between Milwaukee and Madison, is over \$300 million.

Huntington, from WDOT, presented the Commission with a draft resolution in support of track and corridor changes and management of project details needed to complete improvements necessary to implement the proposed passenger rail service between Milwaukee and Madison, Wisconsin. The Commission reviewed the resolution in brief, and will bring comments to the next meeting. Huntington explained that WDOT needs something to bring to the FRA so that they know that all the key parties are in support of this project. Commissioners are invited to submit any comments to the WRRTC Administrator prior to the August meeting. The Commission will vote on this Resolution at their August meeting.

***The Commission recessed for a ten minute break at 11:10, Commissioner Haefs-Fleming left at this time.***

- 16. Update on June 30<sup>th</sup> meeting of the Sauk County Economic Development Board (re. Sauk County Rails-to-Trails) and possible vote for two WRRTC Representatives to attend future meetings of this group on this topic.** Seeboth and Van Schwartz updated the Commission on this meeting as they both attended as Sauk County Representatives. Sauk County recently convened a group of 17 organizations that had investment and interest in the issue of rails-to-trails conversion in Sauk County. The group met for their first time on Wednesday June 16<sup>th</sup> with a hired facilitator. In meeting one, the group established ground rules and topics of conversation. Notably, the group decided that they want consensus-based decisions, meaning if anyone is uncomfortable with a decision, the group will work to develop a decision that everyone can live with. About 75 people showed up to this first meeting. The WRRTC discussed who should be their representatives for the following meetings (each stakeholder organization is invited to have 2 representatives, one primary and one secondary representative). The Commission thought that they would like to ask Scott Alexander from Sauk County and a Dane County representative to attend the meetings, but as these Commissioners were not present at the meeting, they asked Van Schwartz and Seeboth to attend this next meeting.
  - **Motion that Seeboth and Van Schwartz represent the WRRTC at the next Sauk County Rails-to-Trails meeting, with Seeboth as the primary representative and Van Schwartz as the secondary representative. In the future, ask Sauk and Dane County Commissioners if they would be willing to attend these meetings on behalf of the WRRTC- Anderson / Cornford – Passed with one vote in opposition (Commissioner Sinklair)**
- 17. MH Materials, Inc., Private Crossing request, Janesville WI.** Sweeney and Strachan presented to the Commission on their request for a crossing in Janesville. MH Materials had an access agreement to a prior access point, the city of Janesville re-routed the road and had an agricultural crossing permit that lacked clarity. The attorney wanted to clear this up and apply for a new crossing with more clear language from the WRRTC. They assured the RTC that this will not become a public crossing, but it will likely become industrial after sand and gravel are gone. Lucht said that WSOR is okay with the request, but they require that the crossing be upgraded to match the standard plan.
  - **Motion to grant a private crossing permit to MH Materials, requiring that they bring the crossing up to WSOR standards and pay a \$500 permit fee to WRRTC – Grey / Sinklair – passed unanimously**
- 18. Weberpal III LLC Private Crossing request, Janesville WI.** This crossing request was removed from the WRRTC agenda as the crossing is along the Pecatonica Rail Transit Commission corridor.
- 19. Removal of billboard located on Wimot Rd and 12 in Spring Grove, IL.** Commissioner Sinklair visited this area last month but had a difficult time determining what billboard was on the Commission property, he did not see anything in the described location that appeared to be a billboard. Due to inconclusively, the Commission made no motion.
- 20. Motion adjourning the meeting at 12:16 p.m. - Scallon / Cornford - passed unanimously.**



**LAUDERDALE LAKES LAKE  
MANAGEMENT DISTRICT  
MINUTES of 6-5-10**

Meeting called to order by Chairman Mason, at the LaGrange Town Hall at 8:00 A.M.

- A. **Attendance:** Present: Chairman Mason, Dorothy Burwell, Jack Sorenson, Peter VanKampen, Rick Callaway and Nestor Dyhdalo were all present; Wally Yandel was excused.
- B. **Agenda:** Dorothy moved and Nestor seconded a motion to accept the Agenda for the Meeting of June 5<sup>th</sup> 2010 the motion passed unanimously.
- C. **Minutes:** Peter moved and Dorothy seconded a motion to accept the Minutes of the May 8<sup>th</sup>, 2010 meeting, the motion passed unanimously.
- D. **Report on Memorandum of Understanding with Kettle Moraine Land Trust:** Chairman Mason reported that the Memorandum is done with the changes suggested by the Lake District.
- E. **Consider a recommendation to the Town of LaGrange regarding the use of Herbicides:** Peter reviewed the use of herbicides in the lakes and the discussions of their use with the Town. An ordinance could provide for the Town's oversight of all herbicide applications within its jurisdiction. Peter stated that the State of Wisconsin gives individuals the right to use such chemicals. After discussion Jack moved and Dorothy seconded a motion to recommend that a Town wide ordinance be considered, by the Town of LaGrange, to require a permit for all chemical applications and to further prohibit such chemical applications within any environmentally sensitive areas, the motion passed unanimously.
- F. **Consider a contract to rebuild the stairs descending to the Golf Course pier on Mill Lake:** The existing stairs have become aged and are in need of replacement. Nestor reported that the existing staircase can be slippery and is uneven. He has received several bids to have contractors replace the stair system. After discussion a motion was made by Dorothy and seconded by Peter to accept the low bid of \$10,000 to build a wood replacement stair case, the motion passed unanimously.
- G. **Status of the Aqua Skier Agreement:** Chairman Mason reported that Jack and he will be blending the two versions of the Agreement with the Land Trust documents to create a revised Aqua Skier Agreement.
- H. **Committee Reports:**
- 1.) **County Report:** No report.

- 2.) Town Report: Rick reported that the Town will be blacktopping West Shore Drive. The Town will consider using the proceeds of the boat launch permits for funding Officers stationed at the ramps. The Town is also reviewing copies of Pier Ordinances.
- 3.) Septic Report: No Report.
- 4.) Insurance: Jack reported that the Lake District has received a Dividend Credit of \$2,123 from the Local Government Property Insurance Fund (Property insurance). The credit is a result of favorable claims from 2005 through 2009 and will be credited against premium renewals beginning in January of 2010.
- 5.) Weed Harvesting: Peter reported that the Weed Harvester will be cutting weeds in Sterlingworth Bay next week. He reported that there have been a few crew changes and they are training the new people.
- 6.) Goose Roundup: Peter reported that we paid for egg oiling but that it couldn't be done. Therefore, there will be a goose roundup in early August when the birds cannot fly.
- 7.) Water Patrol: Nestor reported that the Water Safety Patrol is up and running and there has been one OWI. He stated that there are four new officers. Nestor reported that there have been calls originating from problems at the launch ramps. He is considering posting an officer at them during busy times.
- 8.) Treasury Report: Nestor reported that we are spending money on various budgeted items.
- 9.) Web Site: Nestor reported that the minutes are now posted and up to date on the Web Site.
- 10.) Dam Report: Jack reported that he has monitored the water elevations and with little or no rain the Lake elevation is now the same as the Dam water elevation (water elevation on the lake side of the culverts is 884.6 & water elevation in dam pond is 884.6). The grass has been mowed at the Dam site and the dam has remained clean of any blockage. Jack also reported that the DNR has sent the Lake District a notice that in the future the Lake District will be required to hire an engineer with Dam experience to inspect the Dam.
- 11.) Golf Course Report: Chairman Mason reported that through May we are on track for about the third best season. He stated that the equipment is working well. A question was asked about the sand in the traps, Chairman Mason stated that improvements are being done and it will be reviewed. Chairman Mason stated that we will be removing the ugly fencing between the road and the first tee box and replacing it with a split rail fence or something more attractive.

- I. Closed Session: Dorothy made a motion and Rick seconded it to enter into a closed session. The motion passed unanimously.  
A motion was made by Dorothy and seconded by Peter to go back into the open session, the motion passed unanimously.

The next scheduled Lake District meeting will be July 17<sup>th</sup> 2010.

A Motion for Adjournment was made by Dorothy and seconded by Nestor, the motion passed.

Respectfully submitted by,

Jack Sorenson, Secretary



**LAUDERDALE LAKES LAKE  
MANAGEMENT DISTRICT  
MINUTES of 5-8-10**

Meeting called to order by Chairman Mason, at the Lauderdale Country Club at 8:00 A.M.

- A. **Attendance:** Present: Chairman Mason, Dorothy Burwell, Jack Sorenson, Peter VanKampen, Wally Yandel and Rick Callaway were all present; Nestor Dyhdalo was excused.
- B. **Agenda:** Wally moved and Rick seconded a motion to accept the Agenda for the Meeting of May 8<sup>th</sup> 2010 the motion passed unanimously.
- C. **Minutes:** Dorothy moved and Wally seconded a motion to accept the Minutes of the November 7<sup>th</sup>, 2009 and the March 13<sup>th</sup> 2010 meetings, the motion passed unanimously.
- D. **Kettle Moraine Land Trust:** Chairman Mason stated that a good meeting had taken place with members of the KMLT, Gathering Waters, Lauderdale Aqua Skiers, the Town, Lauderdale Yacht Club and the Lauderdale Improvement Association. The meeting pertained to the Lake Districts uses of the Wetland Areas primarily along Don Jean Bay. Chairman Mason reported that the meeting went well and that Jerry Petersen has prepared a Memorandum of Understanding. There was discussion regarding the Memorandum and it was decided that Chairman Mason would revise the Memorandum to reflect a number of Lake District concerns. Dorothy made a motion to approve the Memorandum as amended by our discussion; the motion was seconded by Rick and passed unanimously. Chairman Mason will report on the Memorandum at the next Lake District Meeting.
- E. **Consider a revised policy pertaining to Public Records Notice and Resolution:** The procedure for handling Public Records requests was updated to more accurately reflect changes in technology and to reflect the practices of record keeping by the Lake District. The old policy had previously been handed out and comments had been incorporated in the new policy. After brief discussion, Dorothy moved and Peter seconded a motion to accept the new Public Records Notice and Resolution, the motion passed unanimously.
- F. **Status of Board Walk Application:** Chairman Mason reported that Judge Race's ruling will possibly come in July.
- G. **Committee Reports:**
- 1.) **County Report:** No report.
  - 2.) **Town Report:** Rick reported that the Town is expecting to receive the permit for dredging at the Town Boat House site by the 21<sup>st</sup>; he stated that they hope to be done by Memorial Day weekend.

Rick also reported that the parking provided at the launch areas is for Launch users only and others will be ticketed. Signs displaying the parking rules will be installed at the Public Boat Launches.

3.) Septic Report: No Report.

4.) Insurance: No Report

5.) Weed Harvesting: Peter reported that the 2010 Weed operation has not yet begun. He also reported that despite our Weed Cutting Program the residents of Arrowhead Community have again applied to the DNR for a permit to apply chemical weed control in the lake. Peter explained that although approved by the DNR the chemical likely contains Dioxins and other elements which don't dissolve and can be very harmful to our lake. It was suggested that the Lake District prepare a letter to be mailed to the Wisconsin Legislature asking for their review of the use of such chemicals, Jack will draft a letter.

6.) Lake Ordinance Inspector: Peter reported that Floyd Pochowski is working on oversized piers. There have been three identified which have been given to the Town to follow up on. It was noted that the Lake District should ask for a size variance for its piers in Don Jean Bay.

7.) Clean Boats Clean Water: Peter reported that the Lake Community received a grant in excess of \$12,000 for use toward the program. Floyd Pochowski and Bob Wasco Jr. will split the ramp inspection duties and will begin on May 1<sup>st</sup>. Peter further reported that the State is coming down hard on drivers pulling trailers with weeds on them. The fine is \$389. Floyd has been clearing the boat ramps of weeds to help minimize the spread of weeds.

8.) Water Patrol: No report.

9.) Treasury Report: No report.

10.) Web Site: No Report.

11.) Dam Report: No Report.

12.) Golf Course Report: Chairman Mason reported that the County Club had its best March ever and April was good as well. The tractor broke again and is being fixed and the well pump for the Golf Course irrigation needs repair.

13.) Wetland restoration: Chairman Mason reported that Chris is working on re-cutting and treating the invasive species at the Wetland areas.

14.) Lakeview Property: Chairman Mason stated that the Lake District is working on converting the Lakeview Property to offices which may house the Kettle Moraine Land Trust, the Lauderdale Improvement Association and possibly other offices.

**H. Closed Session:** Wally made a motion and Rick seconded it to enter into a closed session. The motion passed unanimously.  
A motion was made by Wally and seconded by Dorothy to go back into the open session, the motion passed unanimously.

The next scheduled Lake District meeting will be the second Saturday in June, 2010.

A Motion for Adjournment was made by Peter and seconded by Wally, the motion passed.

Respectfully submitted by,

Jack Sorenson, Secretary

Lake Benedict/Tombeau District

P.O. Box 668

Genoa City, WI 53128

## **LAKES MANAGEMENT DISTRICT MEETING**

*2nd quarter*

**Call to Order:** by Tom Dattalo at 9:00 A.M. May 15, 2010

**Present:** Lake Benedict Commissioners; Tom Dattalo, Larry Belenke and Robert Meyer, and several lake community members Reosemary Badame, and John Ryan

Pledge of Allegiance.

**Reading of the Minutes:** Minutes from the First quarterly meeting, of 2010 were not available meeting was canceled due to lack of a forum.

### **The Agenda:**

1. Treasurers Report: Current balance as of today's date is \$23,941.33. All accounts payable are paid to date. The next payment for the Dam will be October 10, 2010 approximately 15,600.00. There are 7 years left of loan payments.
2. 2010 receivable tax dollars from Bloomfield and Randall have been collected.
3. Board insurance is now in effect including liability coverage for the dam and walkway.
4. Weed Control: Application to the DNR was sent May 2, 2010 For the purpose of controlling Eurasian Milfoil on Lake Tombeau. Cost of control is

\$3180.00

5. Dam report: Maintenance. Brush was removed to prevent piping and eventual damage; the board contacted Richy Krowl for the project.

6. Water quality: Seci levels were acceptable. Ecoli and phosphorus to be tested for.

7. Heidi Bunk DNR representative is recommending the board conduct water testing at the beach areas, the culvert, and a deep water test.

8. New Business: The high water mark gauge is now ready to be put into place, it is recommended that a surveyor be retained to document the exact levels of the lake before placement is made. The Town of Randal has provided the lake Board with authority to regulate Our lake water level.

9. Motion to adjourn: 10:50 am, May 15, 2010